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*Annual Report  
of the  
Executive Director  
1992/93*



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*Annual Report  
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1992/93*



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## Coat of Arms

A new Coat of Arms appears on the cover of this report. Presented to the Legislative Assembly of Ontario by the Governor General on 26 April 1993, it emphasizes the distinctive character of the Assembly and distinguishes the Assembly's identity from that of the government. It was created to mark the Bicentennial of the first Parliament of Upper Canada and the Centennial of the present Legislative Building. The Latin motto "Audi Alteram Partem" means "Hear the Other Side."



Copies of this *Annual Report* are available from the Office of the Executive Director, Ontario Legislative Library, Legislative Building, Queen's Park, Toronto, Ontario M7A 1A9. (416) 325-3905. Fax: (416) 325-3909.

Ontario  
Legislative  
Library



Bibliothèque de  
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Office of the Executive Director  
Legislative Building  
Queen's Park  
Toronto, Ontario M7A 1A9

Telephone: (416) 325-3939  
Facsimile: (416) 325-3909

Direction générale  
Édifice de l'Assemblée législative  
Queen's Park  
Toronto (Ontario) M7A 1A9

Téléphone : (416) 325-3939  
Télécopieur : (416) 325-3909

15 June 1993

The Honourable David Warner, M.P.P.  
Speaker of the Legislative Assembly of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2

Dear Mr. Speaker:

I have the honour to present to you the *Annual Report of the Executive Director of the Legislative Library* for the year ended 31 March 1993. This is my final report as Executive Director.

Respectfully submitted,

A handwritten signature in cursive script that reads "R. Brian Land".

R. Brian Land  
Executive Director



## Senior Staff, 1992/93

Executive Director	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Deputy Executive Director and Director Information and Reference Services	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Executive Assistant to the Executive Director	Wyley L. Powell, B.A., M.A., M.Phil., M.L.S., Dipl. Translation
Acting Manager, Press Clipping Service	Donna Burton, B.A., M.L.S.
Director, Legislative Research Service	Cynthia M. Smith, B.A., M.A., B.L.S., M.L.S.
Manager, Collections Development	Brian Tobin, B.A., D.P.A., M.L.S.
Director, Technical Services and Systems	Pamela Stoksik, B.A., B.L.S.
Manager, Checklist and Catalogue Service	Linda L. Reid, B.A., B.L.S., M.L.S.



Senior Staff of the Legislative Library, (left to right, front): Linda Reid, Pamela Stoksik, Mary Dickerson, Donna Burton; (rear): Brian Tobin, Brian Land, Cynthia Smith, Wyley Powell.



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## **Historical Note**

The Ontario Legislative Library is the lineal descendant of the parliamentary libraries of the Province of Upper Canada (1792-1841) and of the united Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1899), by the Treasurer (1899-1921), by the Minister of Education (1921-1964), by the Provincial Secretary (1964-1972) and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a division of the Office of the Assembly under the authority of the Speaker. On 1 September 1978, a Director of the Legislative Library was appointed; on 3 September 1985, the title was changed to Executive Director by authority of the Speaker.

### **Legislative Assembly of Ontario**

#### **Standing Orders**

**9 October 1989**

#### **Management of Legislative Library**

140. The Management of the Legislative Library, including the regulation of admission, hours of operation, maintenance of a catalogue of books, and security and preservation of the collection, is the responsibility of the Executive Director of the Legislative Library, subject to such orders as the Executive Director may receive from time to time from the Speaker or the House. [amended, S.O.131.]

## **Office of the Assembly**

### **Mission and Values**

#### **Mission**

To assist the Members of the Legislative Assembly of Ontario in the execution of their parliamentary responsibilities by providing the most effective, efficient, integrated, high quality and impartial services.

The mission will be achieved within the framework of the policies of the Office of the Assembly.

#### **Values**

The values of the Office of the Assembly are to:

1. Respect and reinforce the principle of parliamentary democracy and the independence of the Office of the Assembly from the Executive.
2. Provide responsive, effective, efficient, impartial services to the Legislative Assembly.
3. Foster interaction and co-ordination among the different activities of the Legislative Assembly administration.
4. Encourage the contribution, initiative and co-operation of all employees.
5. Promote communication, fairness and mutual respect among employees.
6. Foster excellence in provision of services to the Legislative Assembly.



## **Legislative Library**

### **Mission and Objectives**

#### **Mission**

The mission of the Legislative Library is to contribute to the effective and efficient functioning of the Legislative Assembly of Ontario through the provision to its clientele of accurate, pertinent, timely and objective information and research on a wide range of complex and technical issues of public policy. In fulfilling its mission, the Legislative Library makes available information and research to Members to enable them to carry out their legislative and constituency responsibilities and provides service to Members' staff and to the senior officers of the Office of the Assembly.

#### **Objectives**

The objectives of the Legislative Library are to:

- provide professional bibliographic, reference, research and information services;
- develop and maintain a high-quality collection of appropriate books, periodicals, newspapers, government publications, reports, press clippings, microforms, compact disks, audio and videotapes and other materials;
- provide pertinent information in whatever medium or format is most appropriate -- print, audiovisual, electronic, microform, etc.;
- maintain a highly-qualified, motivated and service-oriented staff;
- employ information technology and systems in an appropriate and cost-effective manner to facilitate the provision of services;
- develop and maintain liaison with other libraries and information agencies as appropriate;
- assist clients in the effective use of the Library's resources;
- manage the human, material, financial and information resources of the Library in an effective and efficient manner.





## Serving the 35th Parliament

The fiscal year under review witnessed the 2nd Session of the 35th Parliament of Ontario under the New Democratic majority government of Premier Bob Rae. The 2nd Session, which began on 6 April 1992, ended on 10 December 1992.

Among the activities of the Legislative Library in 1992/93 were the following:

- Purchase of a Geac Advance Library System to replace the Geac system acquired in 1981;
- Move to the Whitney Block of four units of the Library formerly housed on Bloor Street, on Bay Street and in the North Wing of the Legislative Building;
- Publication of several Heritage Years' books to mark the Bicentennial of the first Parliament of Upper Canada and the Centennial of the Legislative Building at Queen's Park.

These and other activities are described in this report.

## Library Use by Members

At the end of March 1993, the Legislative Library carried out its annual check to determine how many Members had used, either in person or through their staff, one or more of the three principal client services during 1992/93. These services are: information and reference, press clipping and research. In summary, the results of the check revealed that:

- 130 Members (100 percent) used one or more of the three principal client services

at least once during the year;

- 116 Members (89.2 percent) used all three services;
- 11 Members (8.5 percent) used two of the three services;
- 3 Members (2.3 percent) used only one of the three services;
- 130 Members (100 percent) used information and reference services;
- 123 Members (94.6 percent) used press clipping services;
- 120 Members (92.3 percent) used research services.

Other statistics indicating use of the Legislative Library may be found in this *Annual Report* and its Appendices.

## Information and Reference Services Branch

The Information and Reference Services Branch responds to requests for information, issues current awareness publications and makes available books, periodicals and other materials to primary clientele -- Members and their staff, caucus staff and staff of the Legislative Assembly -- as well as to other clientele. It is also responsible for maintaining the Library's collections and for providing client orientation to the Library's services and collections.

With the continuing poor economic climate and a no-growth budget and in anticipation of several more years of constraint, Information and Reference Services concentrated on continuing to provide

existing services and on assessing ways that these services could be delivered more cost effectively. No new service initiatives were introduced and main statistical indicators remained close to the 1991/92 levels.

As has been the case in the past several years, all 130 Members' offices made use of the services provided by the Information and Reference Services Branch. Reference inquiries from primary clientele remained at the same level as in 1991/92 although the total number of inquiries was down 2 percent from the previous year, reflecting a continuing decrease in inquiries from non-primary clientele. In previous years, the count of reference inquiries has included "quick" or directional inquiries for which no reference inquiry form was completed. In mid-1991/92, it was discovered that certain questions were being included in this count which would not normally be considered as reference inquiries. Since there was no means of determining what percentage of these questions should actually be counted, it was decided to eliminate this entire category from the reference inquiries statistics and to restate the statistics for 1991/92 to provide a count of only those requests for which a reference inquiry record had been prepared.

Circulation was up by 10 percent and interlibrary loans by 7 percent. In the latter case, the Library borrowed twice as much as it loaned. Following the trend of the past two years, commercial online database searches fell by 17 percent while CD-ROM (Compact Disk - Read Only Memory) searches grew by 35 percent. For a number of years, searches on *InfoGlobe*, *The Toronto Star* and *Canadian Business and Current Affairs* have represented more than 50 percent of all database searching. The

availability of each of these databases in CD-ROM format has allowed the Library to restrict search time on the "live" databases to current information only and to supplement those searches with searches for which there is an annual subscription charge. This procedure is substantially more cost effective than per-search costs incurred using vendors' databases online.

### *Current Awareness Publications*

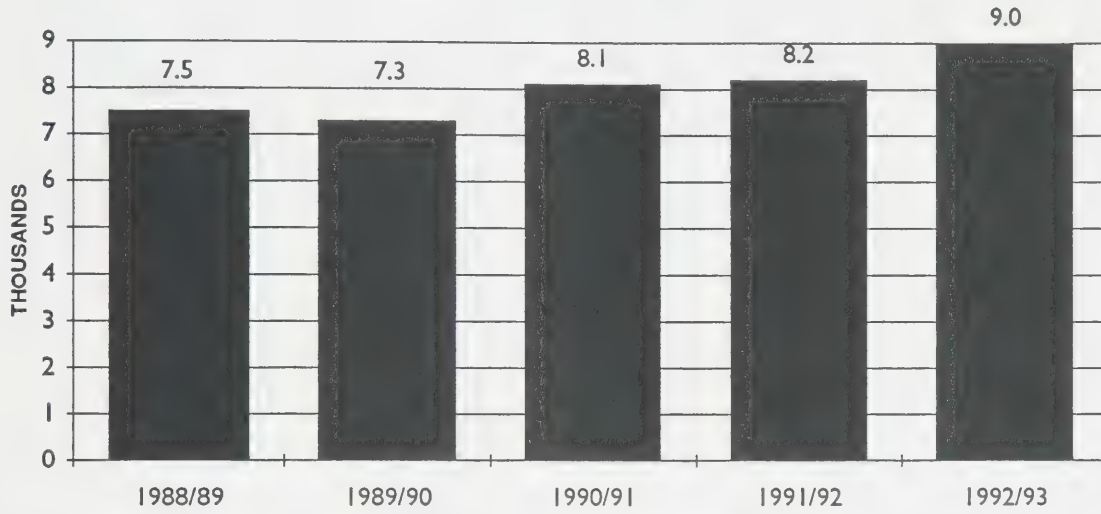
The Information and Reference Services Branch constantly monitors the use of the three current awareness publications which it produces, *Periodical Selections*, *Periodical Contents* and *Automation Alert*, to be certain that they are meeting clients' requirements. Over the past several years, the number of requests for photocopies of articles listed -- a measure of the usefulness of the publication -- has fluctuated substantially for each of these titles. *Automation Alert*, after experiencing a 15.9 percent decrease in 1990/91, has shown increases in the number of requests of 46.5 and 29.9 percent in the past two years. *Periodical Selections* has registered decreases of 11.7 and 32 percent during the same period. However, the percentage of articles requested by clients has averaged 88 percent over the past year indicating that, for those clients who are using the service, the articles selected appear to be relevant. The titles included in *Periodical Contents* and *Automation Alert* were revised to reflect changing issues. Sixty-three percent of the articles listed in *Periodical Contents* were requested while only 21 percent of those in *Automation Alert* were requested.

### *Computer Issues*

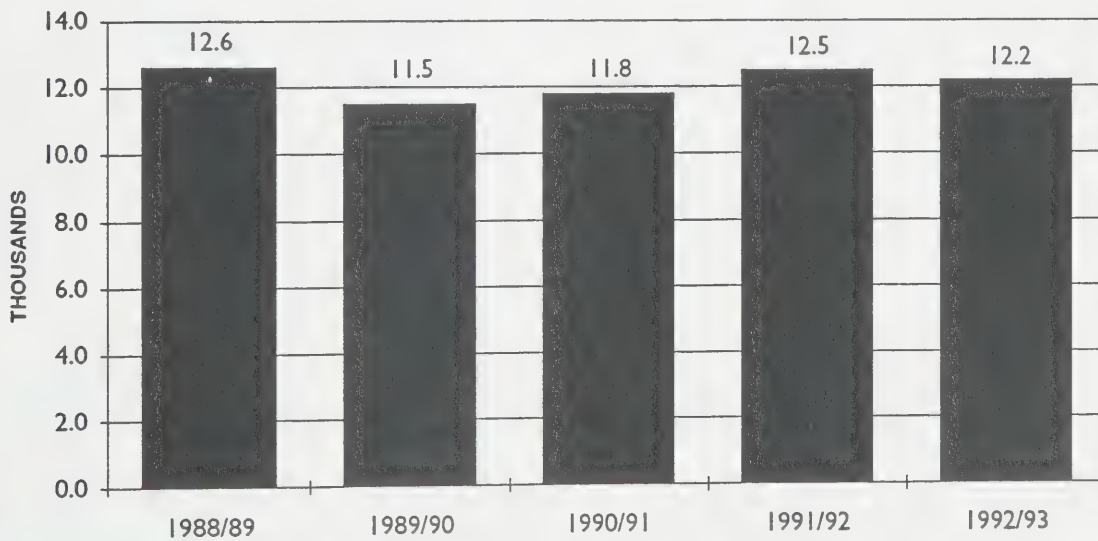
While awaiting a decision by the Board of



**TABLE 1**  
**NUMBER OF LOANS**  
1988/89 - 1992/93



**TABLE 2**  
**ARTICLES SUPPLIED BY PHOTOCOPY**  
1988/89 - 1992/93



Internal Economy on the Library's request for a new minicomputer, Information and Reference staff turned their attention to finding alternative solutions for automating reference files in order to improve and facilitate access to information needed to respond to inquiries. A committee of reference staff continued the work begun in 1991/92, examining some 44 manual files. Eventually, some of these files will likely be handled by the new library support system. A number are closed files which, nevertheless, are of continuing value and would be more easily accessed through a computer file while others contain information that needs to be updated on a regular basis and lends itself to automation.

Inmagic, a comparatively inexpensive library software package, was acquired in April 1992 to handle these specialized reference files. The software provides considerable flexibility for designing diverse record structures but lacks the capacity of the main library system. It is expected that record structures designed to be compatible with the Library's main database could be converted to that database at a later date if appropriate.

In addition to a very detailed definition of specifications, staff gave special attention to the subject heading requirements of the files to ensure that, wherever possible and appropriate, they will be compatible with subject authorities in the Library's main bibliographic database. Completion of the planning process is scheduled for June 1993.

During the year, computer workstations and access to the Information Systems Branch's network were provided to each Reference Desk staff member. With the availability of electronic mail, word processing capabilities

and the Legislative Assembly's bulletin board services, reference staff were able to respond more efficiently to clients' requests and to improve communications both within the Library and throughout the Assembly.

### *Exchange with Australian Parliamentary Library*

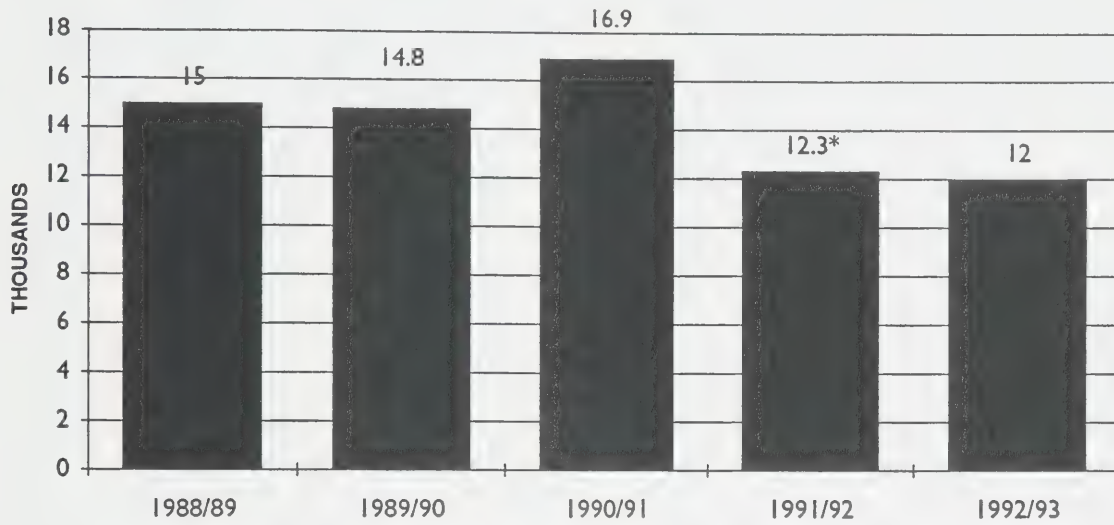
One of the staff highlights of this past year has been the opportunity for two reference librarians, Fiona Watson and Aileen Weir, to spend six months each at the Australian Parliamentary Library in Canberra on a work exchange with John Macdonald, a librarian from Canberra who is spending a year working in the Legislative Library. The Information and Reference Services Branch has had a long-standing connection with the Parliamentary Library of Australia. In 1984, Frances Cushing, then Senior Reference Librarian at Canberra, spent six weeks working at Queen's Park with our reference staff. Over the years, this bond with Canberra has proved valuable when we need information on various Australian and Australasian issues to respond to reference inquiries. We also found the experience worthwhile as a means of sharing ideas on ways to provide and improve services -- an ongoing preoccupation of most parliamentary libraries. Through this exchange, we have broadened our contacts with Australian parliamentary/legislative libraries and our staff have had an opportunity to observe first-hand how other parliamentary libraries operate and provide services.

John Macdonald, having had responsibility for similar efforts at the Australian Parliamentary Library, has been an invaluable resource for our staff in developing the complex documentation for



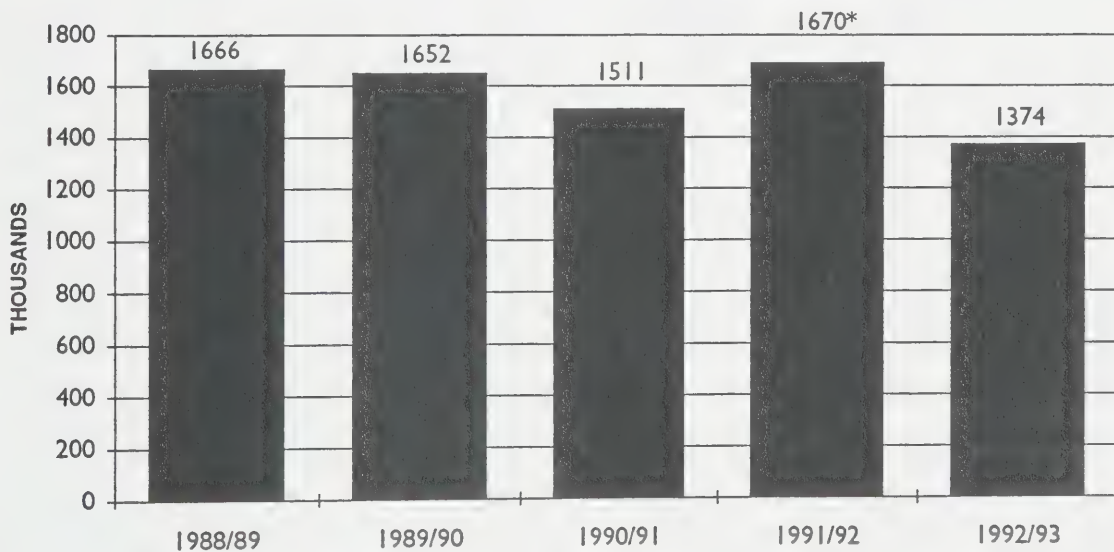
\*Revised

**TABLE 3**  
**REFERENCE INQUIRIES PROCESSED**  
1988/89 - 1992/93



\*Revised

**TABLE 4**  
**ONLINE DATABASE SEARCHES**  
1988/89 - 1992/93



the automation of the reference files. He has also educated our staff on matters relating to the Australian Parliament and politics. In addition, the opportunity to reassign subject and collection responsibilities among the reference librarians has resulted in broader skills and knowledge among the staff.

### *Space Issues*

The Library continues to grapple with the problem of finding space to house its growing collections. In April 1992, approximately 1,700 linear feet of compact storage in the basement of the North Wing of the Legislative Building was made available by the Facilities Management Branch of the Office of the Assembly. This provided valuable space for housing Ontario royal commission reports and proceedings and some federal government publications which must be available for prompt access but which took up space required for more frequently used materials. The Library also accepted the offer of the Chief Election Officer, Warren Bailie, to utilize space in his agency's facilities in Scarborough. Items that must be retained, but are seldom used, will be stored there on compact shelving in well-secured, climate-controlled facilities.

The moves of the Technical Services and Systems Branch, the Checklist and Catalogue Service Section, the Collections Development Section and the Press Clipping Service Section to the Whitney Block in the summer of 1992 resulted in substantial improvement in the provision of mail and other delivery services by Information and Reference staff. The new arrangements allow for easier, prompter and more frequent movement of materials among the

various Library departments.

Information and Reference staff participated with Collections Development staff in evaluating the serials collection to ensure that all subscriptions needed to address client information needs were continued. The reference collection was also reviewed in an effort to update these materials and reclaim needed shelf space by reducing the overall number of items in this collection.

### **Press Clipping Service Section**

The Press Clipping Service provides current news coverage from 19 Ontario daily newspapers and three weeklies, including one French language daily and one French weekly, on topics of interest to Members of the Legislature, their staff, caucus staff and senior staff of the Office of the Assembly. A list of newspapers monitored and clipped appears in Appendix 13. As of 31 March 1993, the Press Clipping Service had a total of 280 clients with 121 of 130 Members' offices, or 93 percent, subscribing to one or more of the publications produced by the Service.

*Toronto Press Today=Aujourd'hui dans la presse de Toronto*, which is compiled each morning from *The Globe and Mail*, *The Toronto Star*, *The Toronto Sun*, *The Financial Post* and *The Financial Times* to provide a daily consolidation of articles of interest to legislators, continued to remain popular among Members and Assembly staff, with 370 copies distributed each morning. High-speed, high-capacity photocopiers at the Press Clipping Service allow for *Toronto Press Today* to be delivered to offices early each morning; the majority of Members now receive their copies by 9:00 a.m. As of 31 March 1993,



112 of 130 Members' offices, or 86 percent, were subscribing to this daily service. Of those Members' offices which do not currently receive this publication, the majority are located outside the Legislative Precinct. During the past year, the Service continued to receive requests for additional copies of *Toronto Press Today*; however, the capacity to ensure delivery by 9:30 a.m. is currently at maximum.

*Provincial Press*=*Dans la presse provinciale* includes clippings from 17 Ontario daily and weekly newspapers chosen to provide regional coverage from across the province on topics of interest to legislators. Eight subject sections, including one French language section, are issued on a weekly basis and as of 31 March 1993, 136 clients, including 73 Members' offices, were subscribing to this service. The most popular section remains Section 2, which includes clippings on Ontario politics and government and has 89 subscribers. In total, 529 copies of *Provincial Press* are distributed each week.

A total of ten *Press Highlights*=*Paru dans la presse* were published in 1992/93 to keep Members up-to-date on significant developments on the federal and provincial scenes. Constitutional developments dominated activities for the second consecutive year and the issues included news coverage of the *Consensus Report on the Constitution*. In addition, several weekly issues were distributed with *Toronto Press Today* highlighting editorial coverage of the Constitutional referendum campaign. Other *Press Highlights* released in 1992/93 provided editorial coverage of the Ontario Speech from the Throne and the Ontario Budget.

### *Relocation to Whitney Block*

In August 1992, for the first time since becoming part of the Legislative Library in 1979, the Press Clipping Service moved into the Legislative Precinct, relocating from an office building at Bay and Gerrard Streets to bright and comfortable quarters on the first floor of the Whitney Block. The move has had a significant positive impact on the Service's operations because the proximity to Members' offices and the Legislature allows for more efficient and timely delivery of *Toronto Press Today* and other publications to clients. Morning delivery routes were revamped as a result of the move and all floors of both the Legislative Building and the Whitney Block now receive hand delivery of *Toronto Press Today*. Staff from Members' offices outside the Legislative Precinct who do not receive direct delivery may now stop by Room 1542 Whitney Block to pick up the current day's edition.

The move itself went very smoothly with no disruption in service to clients. Although the relocation meant an adjustment to an entirely new work environment, the staff of the Press Clipping Service now feel an integral part of the Office of the Assembly and are able to participate more actively in Assembly programs and activities.

### *Electronic Delivery Pilot Project*

During 1992/93, the Press Clipping Service continued to explore options for electronic delivery of news services and tested the use of electronic news data provided by Southam Electronic Publishing's CustomSearch service as a potential alternative to manual clipping. The caucuses expressed an interest in receiving more timely delivery of Ontario

regional news coverage than is currently provided by *Provincial Press*. In response, a trial was conducted during the last four weeks of the fall 1992 session to provide daily delivery of Ontario regional news clippings to caucuses by noon. The package, entitled *Regional Roundup*, included articles received electronically utilizing the Southam CustomSearch software, as well as selected articles from Ontario regional daily newspapers to which the Library subscribes. Newspaper coverage during the trial represented major Ontario regions and included papers from Hamilton, Kitchener, London, North Bay, St. Catharines, Windsor and Ottawa. Fifteen copies of *Regional Roundup* were provided daily to each caucus by noon during the trial. The electronic profile for the selection of articles was based on guidelines used for *Toronto Press Today* and the service allowed provincial news stories to be delivered to Members the same day or the next day of their publication in the regional newspapers, which was more timely than was available to subscribers of *Provincial Press*.

Although the trial was successful, the Press Clipping Service has decided not to continue *Regional Roundup* into 1993/94 because of current financial constraints. Although this project could be accomplished with existing staff and equipment, additional funding to cover database search costs, paper and photocopying charges would have been required.

The pursuit of options for the electronic transmission of news data to Members' offices remains a goal for the Press Clipping Service as a means of ensuring faster delivery of news coverage and better serving clients' needs. *Toronto Press Today*, even

though it has the broadest distribution of all of the Service's publications, has not been considered an immediate candidate for electronic distribution to Members because caucuses have indicated their preference to continue receiving this publication in paper format. Electronic transfer would also offer few time advantages over the current 9:00 a.m. delivery time for *Toronto Press Today* and the CustomSearch service cannot currently provide coverage of *The Globe and Mail*. For technical reasons, some caucus offices would also be unable to receive data transmitted in electronic form from the Press Clipping Service.

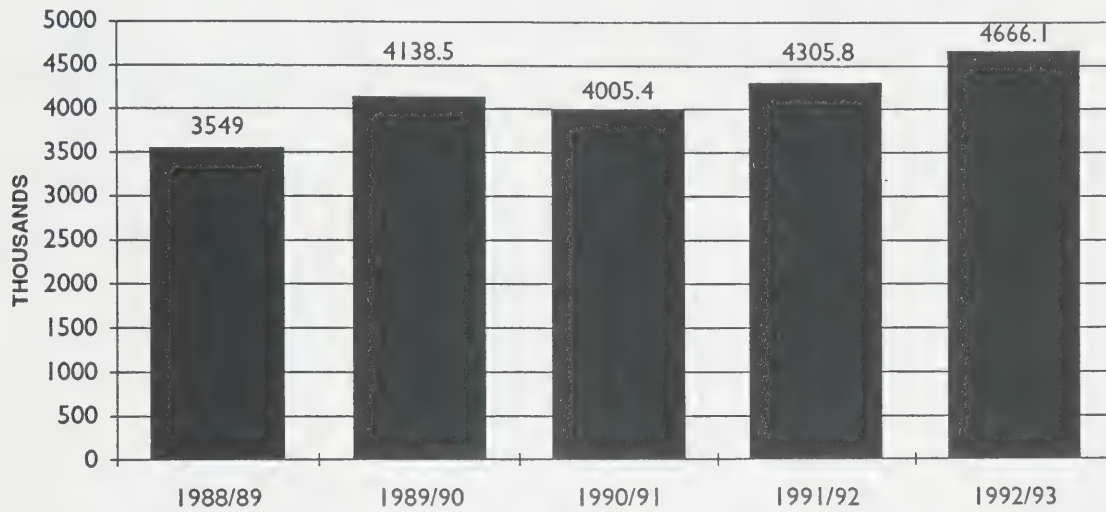
The *Regional Roundup* trial demonstrated several advantages of the use of electronic news delivery. These include more timely delivery of Ontario regional news to Members' offices than is currently possible with manual clipping services; potential for reductions in photocopying and paper costs; potential for reducing the volume of paper distributed throughout the Assembly; and a means of eventually providing direct service to constituency offices and to Members whose offices are located outside the Legislative Precinct. The Press Clipping Service remains committed to pursuing the goal of electronic transmission as a means of better meeting Members' complex information needs.

### **Legislative Research Service Branch**

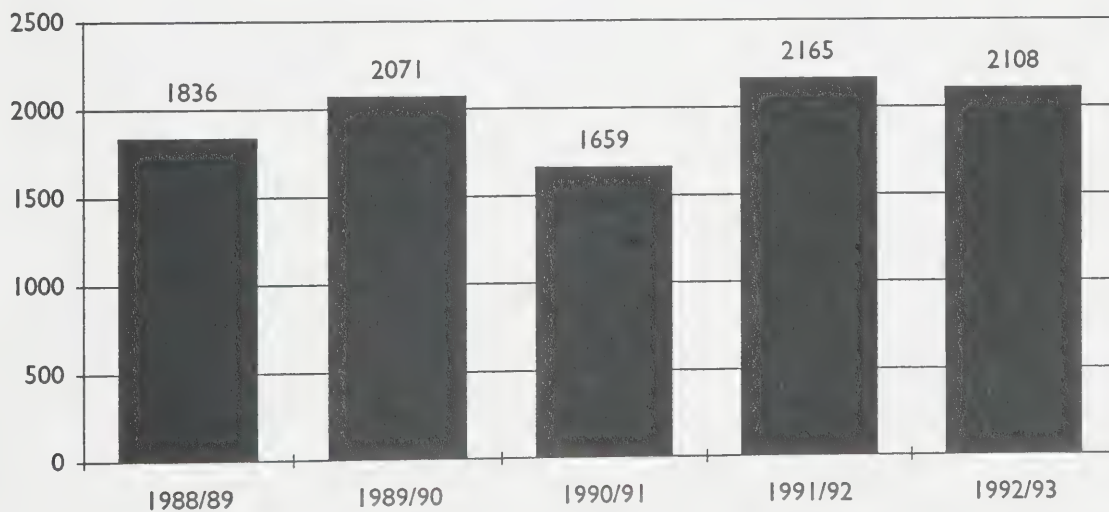
The Legislative Research Service provides research assistance to individual Members on request, to committees of the House at the request of the Chair and to senior officers of the Legislative Assembly. In accordance with its objectives, the Service also prepares papers for conferences such as the Commonwealth Parliamentary



**TABLE 5**  
**COPIES OF CLIPPINGS PRODUCED**  
 1988/89 - 1992/93



**TABLE 6**  
**RESEARCH PROJECTS COMPLETED**  
 1988/89 - 1992/93



Association and the Assemblée internationale des parlementaires de langue française. This year, research officers prepared papers for the first U.S.-Ontario Legislative Conference held 22-23 January 1993 at the Legislative Building and attended by legislative representatives from the Mid-Western States and Ontario.

As of 31 March 1993, there were 16 complement research officers and one contract research officer (replacing a member of complement staff who is on secondment); their subject specialties include law, political science, public administration, economics, finance, environmental studies, urban planning, history and sociology. Full use is made of the subject expertise of staff, who also function as generalists when required. During the 2nd Session of the 35th Parliament, the type, range and complexity of issues has varied greatly. In recent years, there has been a tendency for Members to request lengthy and comprehensive analyses of extremely complex issues. Work for committees remains the major component of the Legislative Research Service.

The number of research requests received this year was 2,108, representing a decrease of 2.6 percent from 1991/92. Of these requests, 722, or 34.2 percent, came from individual Members; 1,260, or 59.8 percent, from committees; 97, or 4.6 percent, from senior officials of the Legislative Assembly; and 29, or 1.4 percent, from other sources. The number of requests from private Members increased from last year. Since fewer committee meetings were held, the number of requests from committees diminished as did the number of projects generated by them. In 1992/93, there were no select committees of the House in

contrast to the previous year when a team of research officers prepared an extensive number of projects for the Select Committee on Ontario in Confederation.

### *Committee Work*

Research officers assigned to committees prepare background papers, gather and analyze information, present oral briefings to committees, prepare summaries and analyses of briefs and testimony received and draft reports on the findings and recommendations of the committees. During 1992/93, research officers provided support on a continuing basis to all standing committees of the House.

Each Committee has a principal research officer and one or more additional research officers as necessitated by the workload or by issues before the committee which might require a particular type of expertise. The principal research officer attends all committee and subcommittee meetings and keeps other assigned research officers informed about all issues to enable the latter to attend in case of an emergency or to assist at peak work periods. The principal research officer stays in continuous touch with the Chair. Uninterrupted service to committees is assured by having a team approach and full back-up system.

Research support, which often includes writing interim or sessional reports (depending on the mandate of the committee), was provided to 11 standing committees: Administration of Justice; Estimates; Finance and Economic Affairs; General Government; Government Agencies; Public Accounts; Legislative Assembly; Ombudsman; Regulations and Private Bills; Resources Development; and Social Development.



The Legislative Research Service's role with committees continues to evolve. For example, this year a research officer conducted an extensive review of the offices of Ombudsmen in various jurisdictions to assist the Standing Committee of the Ombudsman in its review of the Office of the Ombudsman of Ontario.

### *Cost Comparison*

Taking into account the salaries and benefits of research officers and support staff and the cost of equipment and supplies budgeted by the Legislative Research Service for the 1992/93 fiscal year, the cost of providing research service to committees has been calculated to be \$53.55 per hour. This represents an increase of \$1.96 per hour, or 3.8 percent, in a year when the increase in the Consumer Price Index for Ontario was 1.4 percent. By comparison, a consulting firm paying comparable salaries and benefits might well bill between \$87.79 and \$109.74 per hour, based on the industry norm, exclusive of support staff costs. It should be noted that this new rate includes Law Society and photocopy rental fees for the first time. Over the course of the year, use of the Library's research officers by committees saves the Assembly many thousands of dollars that otherwise would be spent on fees for outside consultants. Moreover, the availability of such research staff, who are assigned to work in teams according to subject expertise and who are well acquainted with the Assembly, its political culture and the committee system, ensures optimum use of Members' time.

### *Current Issue Papers*

In addition to its regular work for Members and committees, the Legislative Research

Service publishes analytical reports on current issues of general interest to Members. Since 1981, when the first *Current Issue Paper* was published, 137 have been produced. Many of these papers are regularly revised. In 1992/93, four were revised and 11 new ones were published. These papers usually are about 25 pages in length, include footnotes and bibliographies and cover a variety of timely topics of relevance to provincial legislators. The titles published in 1992/93 are listed in Appendix 11. There were 1,511 requests for *Current Issue Papers* during the year, a decrease of 21.2 percent from the previous fiscal year.

### *In-House Discussions*

During the year, the Legislative Research Service continued to sponsor in-house discussions on the work of the Legislature and related activities. Initiated in September 1983, these discussions are open to all employees of the Legislative Library as part of staff development. The speakers for 1992/93 were: Richard Brennan, President, Legislative Assembly Press Gallery (November 1992); Rémy Beauregard, Executive Director, Office of Francophone Affairs (November 1992); Jane Armstrong, Vice-President, Environics Research Group (December 1992); and Erik Peters, Provincial Auditor (March 1993). Once again arrangements for these speakers were made by Philip Kaye, Senior Research Officer.

In April 1992, a joint meeting of the Legislative Research Service staff and the Legislative Interns was held on the transition in power in Ontario which took place following the general elections of 1985 and 1990. The speaker was Professor Graham

White of the University of Toronto's Department of Political Science.

### Collections Development Section

The Collections Development Section is responsible for selecting and preserving materials for the Library. The types of material selected include books, serials, journals, reports, microforms, maps, audio and video cassettes and CD-ROMs published by governments and commercial enterprises. Materials are chosen in a variety of formats, always with the intention of meeting the information and research needs of the Library's clientele. Collections Development librarians are also responsible for selection and retention policies and for preparing *Selected New Titles=Sélection de nouveautés*, a monthly currently awareness publication.

Materials added to the collection reflect issues relevant to the Legislature and its committees. In 1992/93, the Library acquired many important items related to North American free trade, public administration, education and training, legalized gambling, homelessness and taxation. Some of the more important titles added to the collection during this period are listed as *Notable Acquisitions* in Appendix 3.

### Collection Growth

All funds allocated to the materials budget for 1992/93 were spent and holdings for each major type of material increased. Collection growth continues to focus on government publications of Ontario, Canadian federal, provincial and territorial governments, the United States, Great Britain and Australia. A large portion of

government publications are received free of charge as part of depository library arrangements and gift and exchange programs. These programs are invaluable as a means for participating institutions to build their collections.

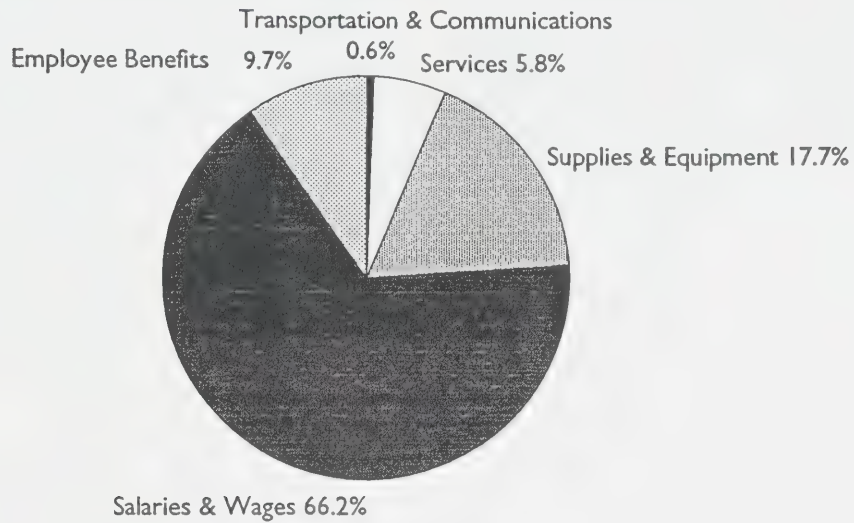
In 1992/93, the Library added 56,324 government publications, 8.1 percent fewer than in 1991/92. Monograph holdings grew by 1.9 percent to 92,840. Microfiche holdings, which include government publications, periodicals and newspapers, increased by 5.1 percent to 1,080,690 sheets; microfilm holdings are now at 9,890 reels, an increase of 3.7 percent over 1991/92. One CD-ROM title was added this year, bringing the number of CD-ROMs in the collection to 13. The Library added 84 serial titles, including loose-leaf services, representing an increase of 4.5 percent. The total number of periodical subscriptions decreased by 4.4 percent; although 28 new periodicals were added, 71 titles were either cancelled or ceased publication. Higher subscription prices and a weaker Canadian dollar increased periodical subscription costs by 9 percent despite a reduction of 43 subscriptions.

### Collection Management

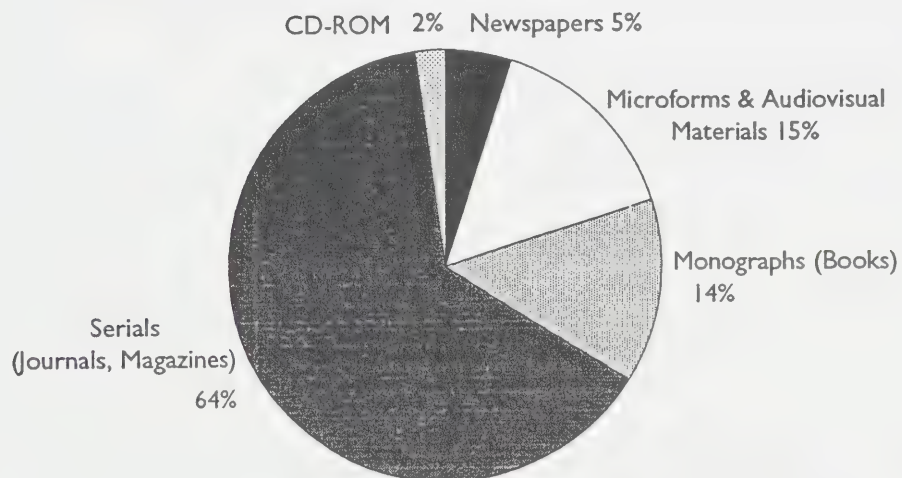
Staff devoted a great deal of time and effort in 1992/93 to managing the serials and reference collections. A Serials Review Committee was struck to review the Library's periodicals, legal loose-leaf services, newspapers and microforms. The committee was chaired by the Manager, Collections Development, and was composed of staff from Collections Development, Information and Reference Services and the Legislative Research Service. This was the first comprehensive



**CHART 1**  
**EXPENDITURE BY STANDARD ACCOUNTS**  
**1992/93**



**CHART 2**  
**EXPENDITURE: LIBRARY MATERIALS BY TYPE**  
**1992/93**



review of the Library's serials collection in many years and was prompted by serial costs that are rising faster than the rate of inflation while the budget for serials receives little or no increase. Since these circumstances are likely to remain for the foreseeable future, ongoing serials review will be essential. The mandate of the Serials Review Committee will be to continue to assess the strengths and weaknesses of the serials collection, to make recommendations on selection and cancellation and ensure that the collection continues to meet the information needs of the Library's clientele.

A second project dealt primarily with Canadian and U.S. government serial subscriptions. Spearheaded by the Acquisitions Section, the purpose was to determine the status of several hundred government serials. Collections Development staff participated by reviewing the list of serials in order to determine their value to the collection and decide on their retention or withdrawal.

Collections Development and Information and Reference collaborated on a review of the reference collection and recommendations were to make this collection more current. Many older items were transferred to the Library's circulating collection and new reference titles were purchased in some subject areas. The result is a reference collection with fewer but more current items.

### *Gifts*

Donations continue to be an important source of materials for the Library. The Section processed 7,736 gifts in 1992/93 of which 39 percent were added to the

collection. Ninety-three percent of the gifts were government documents and the majority were received from Members, caucus and research offices. The Library appreciates their continued support.

Not all donations are added to the collection. Gifts not required and items withdrawn from the Library are given to other libraries and institutions. Documents not required by other libraries are forwarded to the Canadian Book Exchange Centre of the National Library of Canada for distribution to institutions across Canada.

### *Binding and Conservation*

The Binding Committee's mandate is to evaluate the binding and preservation needs of the Library's collection. The Committee, chaired by the Collections Development Librarian, directed the rebinding of 823 items in 1992/93, 58.3 percent more than were rebound in 1991/92. This increase can be attributed to the Committee's increased knowledge of various types of binding, which allowed the use of more appropriate binding treatments. As a result, funds were used more judiciously and the integrity of the material being rebound was maintained.

In addition to its ongoing rebinding project, the Committee examined ways of preserving Ontario government documents. Beginning with the Ontario Hansard collection, it drafted binding and holdings policies which are aimed at ensuring the preservation of this vital set of parliamentary papers.

### *Other Activities*

The Library's Rare Book collection was evaluated in March 1993 in order to assess its significance and to help the



Library plan the future preservation needs of this collection. Approximately 1,200 books and pamphlets were chosen from the collection of 5,000 based on the date and location of publication with priority being given to Canadian imprints published before 1900. The evaluation was carried out by Hugh Anson-Cartwright, an antiquarian bookseller and specialist in Canadiana. His report highlighted the value of the Library's holdings of the *Upper Canada Gazette*, the first newspaper printed in Ontario, early Ontario Statutes, almanacs and directories and books relating to native people, the War of 1812 and the Rebellion of 1837.

In addition to its regular selection of materials, the Section handles rush and special requests for clients. These requests receive prompt attention but take varying amounts of time to complete, depending on the availability of a document and its location. In 1992/93, 171 rush and special requests were received, a decrease of 29 percent from the previous year.

In May 1992, Collections Development vacated its space on the second floor of the North Wing of the Legislative Building and moved to the second floor of the Whitney Block, adjacent to the Library's Technical Services and Systems Branch. As a result of their proximity, communication and workflow between the two departments has greatly improved.

### **Technical Services and Systems**

The Technical Services and Systems Branch is responsible for the acquisition, bibliographic control and processing of materials added to the Library's collections and for the Library's Automated Support System. It serves Members of the

Legislative Assembly indirectly by providing support services to the other branches of the Legislative Library.

### *Move to the Legislative Precinct*

The move of Technical Services and Systems to the Whitney Block from offices on Bloor Street was the single most significant event of the 1992/93 fiscal year. The move occurred on 22 May 1992, but, unfortunately, the new offices were not completely ready for occupancy. Delays in construction resulted in staff vying for work space with electricians, blind installers, locksmiths and carpet installers for almost two weeks after the move. However, staff have settled in very well in the new quarters and the location in the Legislative Precinct has resulted in very positive benefits in terms of workflow, communication with other areas of the Library and interaction with other branches of the Assembly.

### *Acquisitions*

Staff of the Acquisitions Section began the year by sending out approximately 2,300 change-of-address notices to vendors a month before the move. Three follow-up campaigns were conducted at various times during the year in an effort to have vendors change our mailing address. Staff will make a final effort to have the incorrect mailing addresses changed this summer.

The new physical proximity to the Finance Branch coupled with online access to its FIDS database made it feasible for the Acquisitions Section to take on more responsibility for book budget accounting. This has speeded up invoice payments by several days and improved reconciliation of acquisitions system reports and those

generated by the Finance Branch.

In an ongoing effort to streamline payment procedures, Acquisitions arranged to pay Carswell, a major supplier of legal materials, on bi-monthly statements rather than individual invoices. Since Acquisitions receives at least one Carswell invoice every working day of the year, this has saved a great deal of paper and time, with benefits for the Finance Branch as well. This arrangement contributed to a drop of 21 percent in the number of invoices paid this year.

Because fewer titles were selected for purchase this year, Acquisitions placed 21 percent fewer orders for commercial titles and, consequently, the Library received almost 19 percent fewer commercial monograph volumes. Collections Development also selected fewer government titles during the year and, in addition, there was less need for orders since more items came in automatically on deposit or through mailing lists. As a result, Acquisitions ordered almost 12 percent fewer government titles. While most types of receipts were down from 1991/92, Acquisitions still processed more government monographs, government serials and commercial serials than in 1989/90 and 1990/91.

In most categories, government monographs receipts exceeded those for 1991/92 as well: Canadian federal press releases increased by 5 percent; depository volumes by 42 percent; mailing list titles by 16 percent; and titles acquired through purchase order by 2 percent. Gift receipts were unchanged while the volume of Ontario press releases dropped by almost 30 percent. This huge decrease is misleading, however, since most

of it results from the acquisition of almost 2,000 back issues of press releases in 1991/92; still, current receipts dropped 6 percent. Since Ontario press releases account for 50 percent of government monograph receipts, their decline caused an overall decrease of 6 percent in the volume of government monographs received.

Serials receipts were down as well. Acquisitions checked in 6.7 percent fewer commercial serials issues than last year. Cancellations resulting from a weeding project account for some of the decrease; reduced legal loose-leaf publishing and delays in the publishing of expensive irregular directories and reference books also contributed. Government serials receipts were down by 12.5 percent. The biggest drop was in depository serials, down 24 percent. It appears that many serials publishers, government as well as commercial, responded to economic constraints with fewer issues and more cessations than in 1991/92.

The brighter side of the recession was that costs were stable. Monographs this year averaged \$35.31, down 3 percent from the previous year's average cost of \$36.41. The decrease was caused by a combination of stable prices and increased purchases of inexpensive government publications. In 1992/93, over 9 percent of all monographs paid for cost under \$5.00, up from below 7 percent last year. The average cost of a commercial serial (excluding microforms and audiovisual) remained unchanged at \$199. The average cost of a government serial (excluding microforms) dropped by \$1.00 to \$95. With fewer current orders and receipts to process, Acquisitions staff had more time for projects aimed at improving operations. For the past several



years, Acquisitions has targeted specific types of overdue orders for intensive investigation. These are orders that have been claimed several times, with no response. This year the emphasis was on old monograph orders and on suspended or changed serials from the Canadian federal government and provinces other than Ontario. The number of monograph titles recovered was very low; many vendors were untraceable or had not followed through on their original plans to publish. The review of serials was more successful; over 700 serials were investigated, with definite answers on approximately 500 titles, most of which had ceased. Although this type of investigation is time-consuming and results in few acquisitions, it is essential to the control of the order function and the maintenance of accurate catalogue records for serials.

The Library's subscription agent, CanebSCO Subscription Services Ltd., provided Acquisitions with free dial-up access to Ebsconet, a database of current order and pricing information for over 100,000 serials. Both Collections Development and Acquisitions staff use it, the former to evaluate titles for purchase and the latter for exact information on ordering and check in.

### *Cataloguing*

As mentioned in last year's annual report, the Library contracted with Utlas International for the retrospective conversion of approximately 15,000 manual records catalogued prior to 1982. Editing of the new machine-readable records began in July 1992. The cataloguing librarians developed editing guidelines which concentrate on the checking of access points for these records. Because of system constraints, it is not

possible to load large numbers of the records at a time. As a result, they are edited and loaded into the Library's database in manageable amounts. As of 31 March 1993, 9,904 records from this project had been loaded; approximately 5,500 remain to be edited and loaded. Although these records represent a significant amount of work, they do not appear in regular cataloguing statistics. They are, however, reflected in the growth of the Library's bibliographic database. Ongoing retrospective cataloguing and retrospective conversion slowed down this year because cataloguing energies were devoted to the retrospective conversion project.

Time devoted to authorities maintenance procedures increased due to the retrospective conversion project. An average of 2.3 days per month was devoted to these procedures while the 1991/92 average was 1.5 days per month. Another factor in the increase is the number and type of changes made to subject headings by the Library of Congress.

Overall, current cataloguing statistics are down compared to last year. Figures for items catalogued, however, are consistent with receipts. A number of other factors, mainly related to staffing, contributed to this decline. These are outlined below, in more detail, in the section of the report on Staffing.

### *Systems*

The major events in the Systems Section were the relocation to the Whitney Block, the upgrade to a Geac 8000 CPU and the selection and negotiation for purchase of the Geac Advance Library System to be installed during 1993/94. Moving from Bloor Street to the Whitney Block meant a

totally new systems environment for both the Geac 6000 library system and office computing. At the same time, it presented an opportunity to plan for a future library system that would be more compatible with other automation projects throughout the Assembly. The first step was to lay cabling that would accommodate the current library system now and could later serve as an Assembly LAN for word processing, spreadsheets and electronic mail. Most staff use shared PCs to accomplish these office tasks since their desks necessarily hold proprietary Geac terminals for effecting Library system operations; but the infrastructure is in place for workstations that can perform library or office automation tasks as needed.

Communications with the main Legislative Building also changed as a result of the move. Dedicated phone lines were no longer necessary because it is possible to share the Assembly LAN's optical link between the two buildings. The nature of the library system, however, precluded any improvement in response time. The Information Systems Branch was of great assistance, enabling the sharing of their facilities whenever possible. Cooperative efforts from the time of the move again laid the groundwork for implementing a new library system which would be a part of the Assembly network.

Moving the library system computer equipment to new quarters was a mixed blessing. Soon after the move, it became apparent that the electrical supply in the Whitney Block was quite unstable. In addition to the downtime necessitated by the move itself, weekend power shutdowns became commonplace. Several unexpected failures of power and/or cooling equipment

interrupted operations on a number of occasions.

Since it appeared unlikely that funding would be available for the desired full-scale upgrade to a new system, the Library decided to take advantage of a more modest upgrade to its CPU, disk storage and tape backup system. It had become clear that more disk space for the old system would be needed before a new system could be implemented. The new exabyte tape cartridge system paid immediate dividends and can also be transferred to a new system. Backups that had consumed most of the working week are now done unattended in half an hour each night. Upgrading the CPU from the model 6000 to a model 8000 speeded processing time, although it had little effect on terminal response time. Slowing response time was one major reason for seeking a new system.

### *Reference Collection Review*

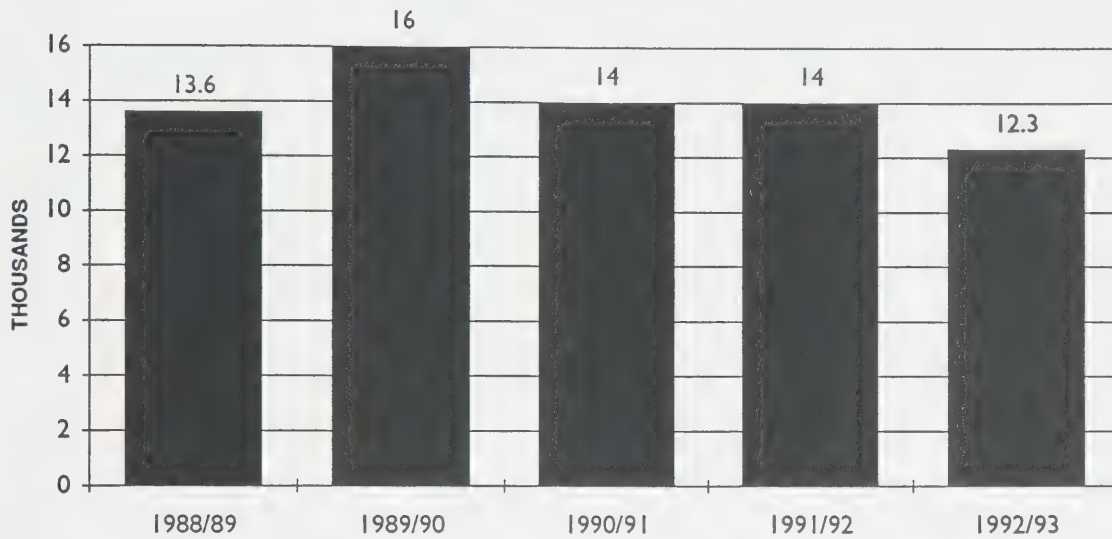
The Reference Collection Review, a joint project of Collections Development and Information and Reference Services, also involved the various sections of Technical Services and Systems. Approximately ten person-days were devoted to changing various records maintained by Acquisitions, Cataloguing and Systems. This does not include the time of supervisors who organized the workflow and solved problems as they arose.

### *Staffing*

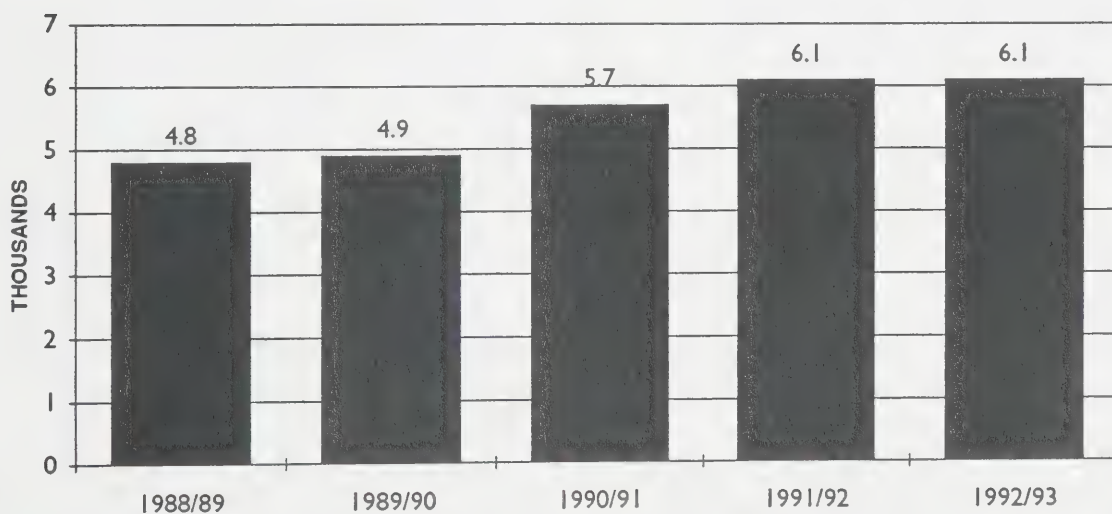
Staffing issues had a significant effect on productivity. The six-month sick leave of one of the Branch's two data entry clerks necessitated a reorganization of workflow within Cataloguing. As a result, cataloguing



**TABLE 7**  
**TITLES CATALOGUED FOR LIBRARY**  
 1988/89 - 1992/93



**TABLE 8**  
**CHECKLIST & CATALOGUE-TITLES CATALOGUED**  
 1988/89 - 1992/93



staff made all online changes to existing bibliographic and authority records for a period of seven months. All told, the cataloguers made 3,945 record changes. This enabled the remaining data entry clerk to concentrate on entering current material into the Library's databases. Nevertheless, there was a significant negative impact on throughput.

The Cataloguing Section was short a cataloguing assistant for a period of five weeks while recruitment for a replacement was in progress. An experienced cataloguer went on maternity leave in October 1992. Since training new and contract staff required a significant commitment of time from experienced staff members, there was a loss in productivity.

### Checklist and Catalogue Service

The Checklist and Catalogue Service is responsible for cataloguing all Ontario government publications issued by ministries and other bodies designated as Schedule I agencies by *Directive 6-2* of the Management Board of Cabinet. English and foreign-language materials are described in English with English subject access; French language materials are described in French with French subject access. The cataloguing data are available to users through the Legislative Library's online catalogue.

The Checklist and Catalogue Service compiles and edits two serial publications that are published and distributed by Publications Ontario of the Management Board Secretariat. The *Monthly Checklist=Liste mensuelle* lists all new books, pamphlets, maps, microfiche, videotapes and computer disks received by the Checklist and Catalogue Service during

the preceding month. This publication alerts libraries and other institutions and individuals to new Ontario government publications and provides price and order information.

The *Annual Catalogue=Catalogue annuel* cumulates the 12 issues of the *Monthly Checklist* with some additions and changes. As a bibliography of the government's publishing activity, it includes the issues of serials published during the year. Updated information about availability is included for publications distributed centrally by Publications Ontario.

All the statistical indicators were up over the previous fiscal year. (See Appendix 10.) There were significant increases in the number of documents received both from Publications Ontario (18.2 percent) and direct from the issuing bodies (10.8 percent).

The statistics for the Canadian Cataloguing in Publication (CIP) program rose by 44.7 percent over 1991/92. This program provides cataloguing data for Ontario government publications in advance of publication. Conducted under the auspices of the National Library of Canada, CIP is produced in English or French, depending on the language of the projected publication.

The Checklist and Catalogue Service participates in other cooperative activities. International standard numbers (ISBN/ISSN) are assigned to Ontario government publications thereby enhancing bibliographic control both within the government and nationally. The number of ISBNs assigned in 1992/93 rose 17.1 percent over the previous fiscal year. The Checklist and Catalogue Service documents for the



National Library of Canada the changes in Ontario government serial titles that necessitate the assignment of new ISSNs. The major reorganization of Ontario government ministries in February 1993 meant that many existing titles were merged or were issued under a different ministry name. Changes to the publishing programs of the ministries are expected to continue into the next fiscal year and will require careful monitoring.

In cooperation with Publications Ontario (formerly a part of the Ministry of Government Services and, after February 1993, a part of the Management Board Secretariat), the Checklist and Catalogue Service arranges for key Ontario government publications to be microfiched in order to ensure their constant availability. The number of documents sent for microfiching in 1992/93 rose very slightly in comparison with the previous year. The manager of the Checklist and Catalogue Service maintains regular contact with Publications Ontario on this and other matters of mutual concern.

In May 1992, the Checklist and Catalogue Service moved to the Whitney Block from rental space in a Bloor Street office building where it had been housed since September 1981. The staff appreciate the convenience of being nearer other Assembly offices and the public information centres of a number of ministries, which helps to facilitate their work.

### **French Language Services**

The Legislative Library, in compliance with the *French Language Services Act, 1986*, offers a full range of services in French and has done so since the Act became effective

on 19 November 1989. These services include responding to reference and other inquiries in French, corresponding in French as appropriate, assigning French subject headings to publications in that language, producing current awareness publications in French and setting up bilingual displays in the Library. The Library is pleased to report that no complaint has ever been lodged concerning the quality or availability of its French language services.

The number of French language titles in the collection continued to increase in 1992/93. Several staff in various branches and sections of the Library continued to upgrade their language skills through formal courses so that service in French would be available at all times. In addition, several staff took advantage of informal lunch-hour conversation opportunities provided by one of the Assembly's interpreters, Chantal Smieliauskas.

Wyley Powell, Executive Assistant to the Executive Director, continued to serve as the French Language Services Coordinator for the Library as well as for the Legislative Assembly and its agencies.

### **Automated Support Systems**

The Legislative Library has made a substantial commitment to automated support systems for well over a decade. At present, it operates six separate systems. Of these, two address library-specific applications, namely the Geac Library System, which is used for online cataloguing, catalogue access, acquisitions and serials control; and PCs, which are used for searching commercial databases online as well as publications purchased in CD-ROM format. Three systems address the office automation

requirements of the Library such as word processing and electronic mail, while another is used for up-to-date budgeting and financial commitment information.

The 1990/91 *Annual Report* gave details of a strategic review of the Library's system requirements which was carried out by an independent consultant. This study identified the numerous limitations of the existing system, installed in 1981, and outlined the Library's broad future system needs. Last year's *Annual Report* described the Request for Proposal sent to vendors in November 1991 together with the special business case which the Library presented to the Board of Internal Economy. Shortly after the end of the 1991/92 fiscal year, the Board considered the proposal but requested that the Library find the funds within its 1992/93 Estimates and invited a resubmission at a later date. Thanks to savings effected throughout its operations, the Library was able to find the required sum. These cuts were made in such areas as conference travel, office supplies and equipment, printing and especially in the materials budget where a substantial one-time reduction was made; in addition, some savings resulted from a number of maternity leaves.

In January 1993, the Board gave its approval for a new system and the Library proceeded on the basis of the selection process completed in the spring of that year. The preferred system was Geac's new generation Advance, an integrated system which runs on a standard Unix platform and makes use of the Assembly's LAN for terminal access. The first three months of 1993 were given to finalizing the equipment list, terms and conditions for this purchase and the equipment was received on

30 March 1993.

A Library-wide contest was held to find a "user-friendly" name for the system. Wayne Burton, Systems Assistant, submitted the winning entry, OLLIE, which stands for Ontario Legislative Library Information Environment. Staff are looking forward to the implementation of OLLIE in 1993/94.

### **Management Advisory Committee**

The Management Advisory Committee (MAC), established by the Board of Internal Economy in December 1987, held 19 meetings during the 1992/93 fiscal year. The Committee, which consists of the Speaker *ex officio*, the Clerk of the Legislative Assembly as Chair, the Executive Director of the Legislative Library, the Controller and the Executive Director of Assembly Services, is responsible for reviewing all matters relating to the Office of the Assembly and for making reports and recommendations to the Board. Major issues dealt with by MAC included the approval of a mission and values statement for the Office of the Assembly; approval of a new *Administrative Policies Manual*; approval of policy and guidelines relating to personal leave days; approval of a policy on provision of voice mail; establishment of a Task Force on the Environment; and planning for implementation of employment equity in the Office of the Assembly.

### **Ontario Government Libraries Council**

As in previous years, several Library staff took an active part in the work of the Ontario Government Libraries Council, an umbrella organization which brings together representatives from over 60 libraries to



discuss matters of common interest and concern.

Mary Dickerson, Deputy Executive Director and Director of the Information and Reference Services Branch, continued her term as one of four Directors of the Council; in addition, she sat on the Strategic Planning Committee and the Membership Committee. Reference Librarian Karen Wierucki served on the Marketing Committee while Collections Development Librarian Gillian Amara chaired the Newsletter Committee. Linda Reid, Manager of the Checklist and Catalogue Service, was a member of the Council and also chaired the Continuing Education Committee which, in 1992/93, presented five workshops for staff in the libraries of Ontario government ministries and agencies.

### **Association of Parliamentary Librarians**

The Association of Parliamentary Librarians of Canada/L'Association des bibliothécaires parlementaires au Canada was founded at Queen's Park, Toronto, in June 1975. The principal objectives of the Association are to improve parliamentary service in Canada, to foster communication among members on matters of mutual interest, to identify issues requiring research and to encourage cooperation with related parliamentary officials and organizations. During the year, the Association held two meetings. Its one-day annual business meeting, attended by the Executive Director of the Legislative Library, was held at the Legislative Library of Manitoba, Winnipeg, on 10 June 1992 in conjunction with the annual conference of the Canadian Library Association.

The Association's tenth biennial conference was held in Quebec City, 8-11 October

1992, and was hosted by the Library of the National Assembly of Quebec. Delegates were welcomed by the President of the National Assembly, Jean-Pierre Saintonge. The program sessions, held in the Salle Louis-Joseph-Papineau, dealt with six topics: Canadian parliamentary libraries and their environment through the years, parliamentary library programs and services in time of resource restraint, integrated library systems and local networks, special services to parliamentarians, library resource sharing and the National Summit on Information Policy.

Brian Land, Executive Director, spoke on "Canadian Parliamentary Libraries and Their Environment Through the Years" on 9 October and on "The National Summit on Information Policy" on 10 October. Mary Dickerson, Deputy Executive Director, spoke on "Electronic Clipping Services" on 9 October; in addition, she was elected Vice President of the Association for the 1992/94 period.

The conference was attended by delegates from the Library of Parliament and from the legislative libraries of eight provinces and the Northwest Territories. Marianne Scott, the National Librarian of Canada, was a guest speaker. John Macdonald, on leave from the Australian Library of Parliament in Canberra to spend a year working in the Information and Reference Services Branch of the Ontario Legislative Library, attended the conference as an observer.

The 1991/92 edition of the Association's annual statistical *Survey of Parliamentary Libraries* was distributed to member libraries. Once again the survey was compiled and edited by Wyley Powell, Executive Assistant, assisted by Monique

Moore, Administrative Assistant to the Executive Director.

### **Bicentennial and Centennial Celebrations**

During the year, the Legislative Library prepared and published two books to mark the Bicentennial of the first session of the first Parliament of Upper Canada at Newark (now Niagara-on-the-Lake) on 17 September 1792 and the Centennial of the opening of the Legislative Building at Queen's Park on 4 April 1893. *"A Credit To This Province": A History of the Ontario Legislative Library and Its Predecessors, 1792-1992*, researched and written by Fiona M. Watson, reference librarian, and edited by Elizabeth Hulse, provides the first complete history of the Library since its inception. It is particularly interesting for Library staff to realize how many of the issues faced in the early days, such as access to the Library, services to Members and the shortage of space, continue to be issues today.

*"The Palaces of Government": A History of the Legislative Buildings of the Provinces of Upper Canada, Canada and Ontario, 1792-1992*, was written by Clare A. Dale, a contract employee of the Legislative Research Service. This historical study of the buildings occupied by the legislatures also describes some of the major political and social developments facing legislators over the past two centuries. A third book, *The Upper Canada Gazette and its Printers, 1793-1849*, researched by Brian Tobin, Manager, Collections Development, and edited by Elizabeth Hulse, was scheduled for publication in April 1993. This latter work describes the first newspaper to be published in what is today the Province of Ontario.

Brian Land, Executive Director, chaired the Speaker's Committee on Planning for the Bicentennial Celebrations at Niagara-on-the-Lake on 17 September 1992, which included representatives from the Office of the Speaker, the Office of the Clerk, Assembly Services and the Legislative Library. Committee members from the Library were Brian Tobin, Manager, Collections Development, Elaine Campbell, research officer, and Monique Moore, Administrative Assistant. Mr. Land was responsible for liaison and coordination with the Lord Mayor of Niagara-on-the-Lake and his Citizens' Committee on Ontario Heritage Years (which staged a reenactment of the first session of the first Parliament of Upper Canada) and for designing the Bicentennial Program and a special lapel pin to celebrate this important historic occasion. Richard Sage, reference librarian, prepared a series of Bicentennial fact sheets about the first Parliament of Upper Canada as part of an information package distributed to the media and other interested parties at the Niagara-on-the-Lake celebrations. Legislative Research Service staff who helped prepare Bicentennial background information included Rob Nishman, Elaine Campbell, David Pond and Sarah King.

The Legislative Library provided valuable information and materials relating to the 1893 opening of the Legislative Building to Professor Roger Hall, author of *A Century to Celebrate, 1893-1993=Un Centenaire à fêter, 1893-1993*. This illustrated history, scheduled for publication in April 1993, commemorates the Centennial of the Legislative Building. Wyley Powell, Executive Assistant and French Language Services Coordinator for the Legislative Assembly, participated in the editing and proofreading of the French text of the



publication. Research officers Elaine Campbell and Lorraine Luski represented the Library on the Centennial Planning Committee.

### **Staffing and Organization**

For administrative purposes, the Executive Director of the Legislative Library reports to the Speaker of the Legislative Assembly. (See Appendix 1.) The annual Estimates of the Legislative Library are submitted in the first instance to the Management Advisory Committee and then to the Board of Internal Economy for review and approval. Subsequently, the Library's Estimates, along with those of other Divisions of the Office of the Assembly, may be referred to the Standing Committee on the Legislative Assembly for review and approval before being submitted to the House for final approval.

An organization chart of the Legislative Library appears in Appendix 2 and a staff roster in Appendix 15. As of 31 March 1993, the number of full-time complement positions was 92, distributed as follows: Office of the Executive Director - 5; Information and Reference Services - 28; Press Clipping Service - 8; Legislative Research Service - 21; Collections Development - 4; Technical Services and Systems - 22; Checklist and Catalogue Service - 4. There was also one part-time complement position in Information and Reference Services. In addition, the Library had six full-time or part-time unclassified contract positions, seven full-time summer student positions, 11 students who worked part-time during the fall of 1992 and spring of 1993 and one full-time co-op student in the fall of 1992.

### **Staff Development**

During the year under review, the Library was represented at a number of conferences sponsored by library and library-related associations. These conferences allowed staff to attend sessions of particular interest and relevance to the Library, to share information, ideas and concerns with colleagues from other libraries and institutions and to contribute to furthering the objectives of the respective associations.

The conferences, continuing education workshops and seminars which some 35 staff attended were aimed at providing job enrichment and furthering personal development. Most of these sessions were held in Metropolitan Toronto. The topics dealt with library management, acquisitions, budgets, information science, computer applications to libraries, book preservation and archiving technology, government finance and accounting, issues in government information and publishing, indexing, writing skills, communication styles, listening skills and retirement planning.

### **Staff Activities**

Once again staff of the Legislative Library were active participants in the work of the Office of the Assembly and of library and research-related organizations.

Brian Land, Executive Director, continued to serve as a member of the Management Advisory Committee of the Office of the Assembly. On 1 April and on 1 December 1992, he delivered a special lecture on "Freedom of Information in Canada" to students at the Faculty of Library and Information Science (FLIS) at the University

of Toronto. On 24 April 1992, he spoke on "Government of Canada Information Policy: A Library Perspective" at a FLIS continuing education program entitled "Issues in Government Information and Publishing: The Federal Scene in Canada." On 21 November, he was presented with the OCULA Award for 1992 by the Ontario College and University Library Association "to recognize an individual member of the library profession in Ontario who has made an outstanding contribution to academic or research librarianship and library development."

Wyley Powell, Executive Assistant and French Language Services Coordinator, assisted the Assembly's Interparliamentary and Public Relations Branch in ensuring the quality of the French version of several exhibitions mounted within the Legislative Building.

Mary Dickerson, Deputy Executive Director and Director of Information and Reference Services, continued to serve on the Office of the Assembly's Administrative Manual Committee. She also served on the Classification Review Committee, which is charged with developing a new job evaluation plan for the Office of the Assembly. In addition, she completed her three-year term in June 1992 as a member of the Board of Directors of the Special Libraries Association (SLA) and continued to chair that organization's President's Commission on Professional Recruitment, Ethics and Professional Standards, which submitted its report in June 1992. On 26 October 1992, she spoke on the Commission's recommendations at the annual conference of the Health Sciences Librarians Association of the Ontario Hospital Association. SLA elected her a

Fellow in January 1993 in recognition of her leadership in the field of special librarianship and outstanding contributions. She was guest lecturer in the course on Managing Corporate and Other Information Centres at FLIS on 13 February 1993.

Other Information and Reference Services staff were also active. Donna Burton, Assistant Director, served as Director of the Canadian Association of Special Libraries and Information Services (CASLIS). She was also Director of the FLIS Alumni Association, University of Toronto; as such, she was the Association's representative at the University's College of Electors.

Karen Wierucki served as Archivist in 1992/93 for the Toronto Chapter of SLA. Richard Sage was the 1992/93 Chair of the Toronto Chapter of CASLIS. Mary Hanson participated on the Office of the Assembly's Electronic Database Committee, which examined options for electronic distribution of sessional documents. Aileen Weir represented the Legislative Library on the Metro Libraries Government Documents Resources Sharing Committee. Bob Gardner continued on the editorial board of *Database Canada*. Carolyn Barnes was a member of the Publishers Liaison Committee of the Toronto Association of Law Libraries. Toni Ariganello served as Director of the Ontario Association of Library Technicians.

Cynthia Smith, Director of the Legislative Research Service, was a member of the Library's Subcommittee on the Implications of Employment Equity on the Recruitment of Library Staff. She also participated on the Legislative Assembly's Task Force on the Environment, known as the "Greening of Queen's Park." In addition, she was an



alumni member of the Academic Board of the University of Toronto's Governing Council. She was appointed Co-chair of "Excellence 2000," a financial campaign organized by FLIS in conjunction with the University of Toronto's annual fund-raising program.

Several other Legislative Research Service staff were also active during the year. Lewis Yeager continued as Co-chair of the Legislative Assembly's Joint Health and Safety Committee. Philip Kaye was a member of the Library's Law Committee while Alison Drummond served on the Serials Selection Committee. Elaine Campbell, Lorraine Luski participated on the Legislative Building Centennial Committee, while Anne Anderson continued to represent the Branch on the Legislative Information Systems Standards Committee. Jerry Richmond was one of seven panelists at a Geography Department Careers Day at York University, Toronto, on 24 March 1993.

At the request of the Standing Committee on Public Accounts, research officer Ray McLellan participated in the 14th annual conference of the Canadian Council of Public Accounts Committees, held in Fredericton, NB, 5-8 July 1992.

Pamela Stoksik, Director of the Technical Services and Systems Branch, continued to serve as Chair of the Library and Information Technician Program Advisory Committee of Seneca College of Applied Arts and Technology. She also chaired the Library's Subcommittee on the Implications of Employment Equity on the Recruitment of Library Staff.

Deirdre Grimes, Assistant Director, was a

member of the Format Committee of the Canadian Serials Industry Systems Advisory Committee. In addition, she moderated a session entitled "Benefits and Applications of Integrated Library Systems" at the Computers in Libraries Canada Conference in October 1992. She also continued to serve as the Library's management representative on the Joint Health and Safety Committee. Philip Oxley, Systems Librarian, was a member of the Library Committee of Massey College, University of Toronto. He also served on the Legislative Information Systems Standards Committee.

Various members of the Technical Services and Systems Branch participated in the Legislative Assembly's job classification review either by attending focus group sessions or by completing draft questionnaires. Because of the move to the Whitney Block, Branch staff took the opportunity to attend orientation sessions. Since most had never worked within the Legislative Precinct, this provided an excellent opportunity to gain a broad overview of the Office of the Assembly and its Divisions.

### Visitors to the Library

During the year, the Library received a number of visitors from other libraries and parliaments including the Secretariat of the National Assembly of Thailand headed by its Secretary General, Dr. Phipatanakul Phaisith. Other visitors included Wang Wenchao, Director, Liaoning Provincial Library, Shenyang, China, and his colleague, Shi Xiaoman; Oluyemi Ogunyomi, Chief Legislative Officer of the newly constituted National Assembly of Nigeria; Alda Milner-Barry, Deputy Principal Clerk of Journals, House of

Commons, London; Richard Baker, Deputy Parliamentary Librarian, New South Wales, Sydney, Australia; Ilene K. Grossman, Director, Corporate Relations and Development, Midwestern Office, Council of State Governments, Lombard, IL; and Erik J. Spicer, Parliamentary Librarian, Ottawa. Visitors from Niagara-on-the-Lake included His Worship, the Lord Mayor Michael Dietsch, and Jim Alexander, Chair of the Citizens' Committee on Ontario Heritage Years, who discussed plans for the Bicentennial of the first Parliament of Upper Canada. Gordon A. Coyne, Willowdale, ON, a direct descendant of one of the Members of that first Parliament, Parshall Terry, also visited the Library.

### **A Retrospective: 1978-1993**

This, my 15th and final annual report on the Legislative Library, provides an opportunity to look back over the period from 1978 to 1993 and to summarize the development of new and expanded services to our clientele. Following my appointment as Director of the Library in September 1978, several major organizational changes were made and new services introduced using, as a starting point, the recommendations of the 1977 study on the Legislative Library by Erik Spicer, Parliamentary Librarian, Ottawa.

#### *Organization and Services*

In 1978/79, separate Information and Reference Services and Technical Services units were created, a Current Data File was developed and computer-based reference service was begun. The following year, 1979/80, witnessed the takeover by the Library of responsibility for the Press Clipping Service, the establishment of the

Legislative Research Service and a Collections Development unit as well as implementation of a major marketing campaign to promote the Library's services to Members and other primary clientele.

In 1980/81, the Library took over responsibility for the Checklist and Catalogue Service; it also carried out a major renovation of the Library on the third floor of the North Wing in order to optimize the use of existing space. In 1981/82, the Library implemented its new Geac 6000 automated cataloguing system. In 1983, the *Ontario Government Publications Monthly Checklist* and *Annual Catalogue* were produced using the Geac system for the first time. In 1981, because of a severe shortage of space in the Legislative Building, it became necessary to move the Technical Services and Systems Branch and the Checklist and Catalogue Service Section to temporary quarters in an office building on Bloor Street West where they were to remain until the summer of 1992 when they moved to the Whitney Block.

Today, Members have come to rely on a range of specialized library services developed to meet their increasingly complex and constantly changing needs. Members, committees and delegates to parliamentary conferences are provided with on-demand objective analyses and syntheses of issues by the Legislative Research Service. Members can also rely on greatly enhanced reference services and receive clipping services such as *Toronto Press Today*, perhaps the most popular single service offered by the Library. Commenting on the many changes in the Ontario Legislative Library since 1978, Philip Laundry, an authority on parliamentary libraries, has written: "The



progress made is little short of spectacular, reflecting as it does a transition from a stagnating past into the pulsating present of parliamentary librarianship in one bold stride."

### *The Collection*

Accompanying the organizational changes and the introduction of new services has been the development of the Library's collection of books and other materials. The first steps were to strengthen the reference collection, to acquire additional newspapers and periodicals of interest and importance to legislators and to increase the Library's holdings of Canadian federal and provincial government publications. In 1980/81, the Library became a full bilingual depository for Canadian federal government publications and, in 1983, received full depository status for Quebec government publications.

Subsequent development of the collection included a build-up in key subject fields such as law, political science, economics, public administration and public policy as well as French language materials and publications of international intergovernmental organizations. In 1983, the Library identified a number of rare and older books in its collection relating to Ontario, Canada, the United States and Great Britain and moved them into a protected section of the stacks. In 1988/89, the collection of 19th- and 20th-century election campaign material was organized and indexed; this collection contains hundreds of pamphlets from Ontario and Canadian election campaigns. In 1992/93, the Library was subscribing to 13 CD-ROMs, a machine-readable format not yet on the market in 1981.

### *Information Technology*

Over the past 15 years, the Library has been able to take advantage of new and improved information technology to make its operations more efficient. Examples of information technology which have been of direct benefit to the Library include online databases, facsimile transmission of documents, high-speed photocopiers, microprocessors and laser printers, desktop publishing and CD-ROMs. The new technology has made it possible not only to perform a variety of tasks more efficiently, such as cataloguing and the production of research reports, but also to perform other related tasks without staff increases -- an important consideration in a time of economic constraint.

### *Staff*

Notwithstanding the introduction of new technology, libraries remain labour-intensive institutions. Fortunately, the Legislative Library has been able to recruit and retain a first-rate staff without whose efforts none of its services would function effectively. The present staff consists of 24 professional librarians, 16 research officers, 26 library technicians and 27 support staff. Over the years, staff have been active in the work of professional associations and several have served as elected officers. In addition, they have participated in the activities of Assembly-wide committees. Staff members have also been authors or editors of books published by the Library to mark Bicentennial and Centennial celebrations.

### *Use of the Library*

The past 15 years have been ones of change and rapid growth in response to the demand



from Members and other primary clientele for new and improved library services. Statistical indicators illustrating the development and greatly increased use of the more important library services over the years are summarized below.

#### *Information and Reference Services*

- In 1979, inquiries from our primary clientele (Members, their staff and caucus staff) accounted for only 25 percent of the Library's total; by 1983, they exceeded 50 percent; and by 1993, they reached 70 percent nearly reversing the ratio of 15 years ago and moving towards our goal of concentrating our collective efforts on serving our primary clientele as our first priority.
- By 1984, 108 of 130 Members (83 percent) were using reference services; in 1992/93, all 130 Members used these services; in 1978/79, staff dealt with 8,063 reference inquiries; in 1992/93, there were 12,037 inquiries, an increase of 49.3 percent.
- Online searching of commercial databases, introduced in 1978/79 with six systems, averaged 30 searches a month; by 1992/93, with 19 systems, the number of searches per month of online databases and the more recently acquired CD-ROMs averaged 277.
- In 1978/79, there were 2,966 loans made; in 1992/93, this number rose to 8,979, an increase over the period of more than 202.7 percent.
- In 1979, the Current Data File was established with 250 files; by 1993, it contained 2,908 files; in 1979/80, these files were consulted 1,435 times; in 1992/93, they were consulted 4,238

times, an increase of 195.3 percent in the use of this popular service.

#### *Press Clipping Service*

- In 1978/79, the total number of clippings produced was 553,531; in 1992/93, it was 4,666,106, an increase of 742.8 percent; this enormous increase in the delivery of press clippings to our primary clientele is all the more remarkable because it was accomplished with a reduction in staff from a peak of 11 in 1982/84 to six in 1993 as a result of more efficient production and distribution methods and by utilizing new high-speed photocopiers.
- The number of clients using the Service has grown from 80 in 1979 to 280 in 1993, an increase of 250 percent.
- By packaging clippings, the Service now provides same-day delivery by 9:00 a.m. compared to the one- to four-week delivery with the previous distribution system.

#### *Legislative Research Service*

- In 1979/80, its first year of service, the Legislative Research service completed 105 research projects -- 63 for individual Members, 5 for committees, 15 for senior officers and 22 for others; in 1992/93, 2,108 projects were completed -- 722 for individual Members, 1,260 for committees, 97 for senior staff and 29 for others, for an overall increase of 1,907.6 percent.
- In 1980/81, for the first time, research support was provided to all standing and two select committees; since 1985, research support has been provided to all standing and select committees.

### *Collections Development*

- In March 1981, the Library subscribed to 597 current periodical titles, 285 newspaper titles and 975 other serial titles; in 1993, 933 periodical titles, 314 newspapers and 1,953 other serial titles were subscribed to, representing increases of 56.3, 10.2 and 100.3 percent, respectively.

### *Technical Services and Systems*

- In 1978/79, the total number of government publications received (excluding microforms) was 47,140; in 1992/93, the number was 56,324, an increase of 19.5 percent.
- In 1978/79, the number of titles of government publications catalogued was 395; in 1992/93, it was 9,639, an enormous increase of 2,340 percent. This huge increase is attributable in large part to the fact that, prior to the installation of the Geac online catalogue software in 1983, only a few selected government publications were catalogued, a practice which severely curtailed subject access to the contents of these valuable items.
- In 1982/83, the total number of computerized records entered in the newly constructed Master Database was 12,103; by 1992/93, the number of records had grown to 196,205, an increase of 1,521 percent.

### *Checklist and Catalogue Service*

- In 1978/79, the number of Ontario government publications catalogued was 2,930; in 1992/93, it had risen to 6,146, a 109.8 percent increase; the number of

items listed in the *Monthly Checklist* went from 2,287 in 1978/79 to 3,799 in 1992/93, an increase of 66.1 percent.

- The number of government publications in the *Annual Catalogue* has risen from 3,118 in 1983 to 5,717 in 1991, an increase of 83.4 percent.

### **Acknowledgement**

I would like to acknowledge the contribution of the entire Library staff, and especially that of the senior staff, to the efficient and effective operation of the Library over the past 15 years. It is they who are responsible for making the Library function successfully on a day-to-day basis. In particular, I am grateful to my Deputy Executive Director, Mary Dickerson, and to the staff of my office -- Wyley Powell, Executive Assistant, Monique Moore, Administrative Assistant, and Sumiko Johnson, Accounts Clerk -- for their invaluable work and support.

In addition, I would like to express my appreciation to the Hon. David Warner, Speaker of the Legislative Assembly, and to the three other Speakers I have had the privilege of serving -- Hugh Edighoffer, John Turner and Jack Stokes -- for their advice and encouragement. I am also grateful to successive members of the Board of Internal Economy, the Clerk, Claude DesRosiers, and other colleagues on the Management Advisory Committee for their continuing interest in and support of the work of the Legislative Library.

R. Brian Land  
Executive Director

## PHOTOS



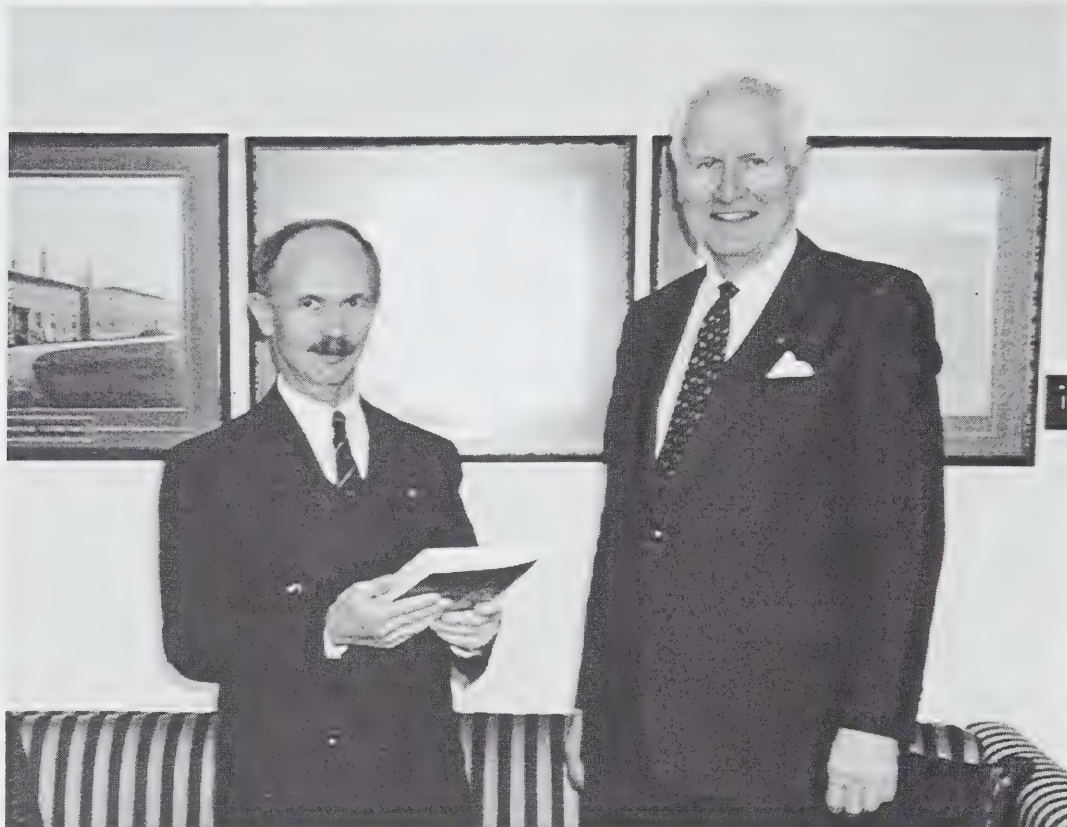


The Hon. David Warner, Speaker of the Legislative Assembly, and Brian Land, Executive Director and Chair of the Speaker's Committee on Planning for the Bicentennial Celebrations to commemorate the opening of the First Parliament of Upper Canada at Newark (now Niagara-on-the-Lake), 17 September 1792, are shown in front of historic Navy Hall.

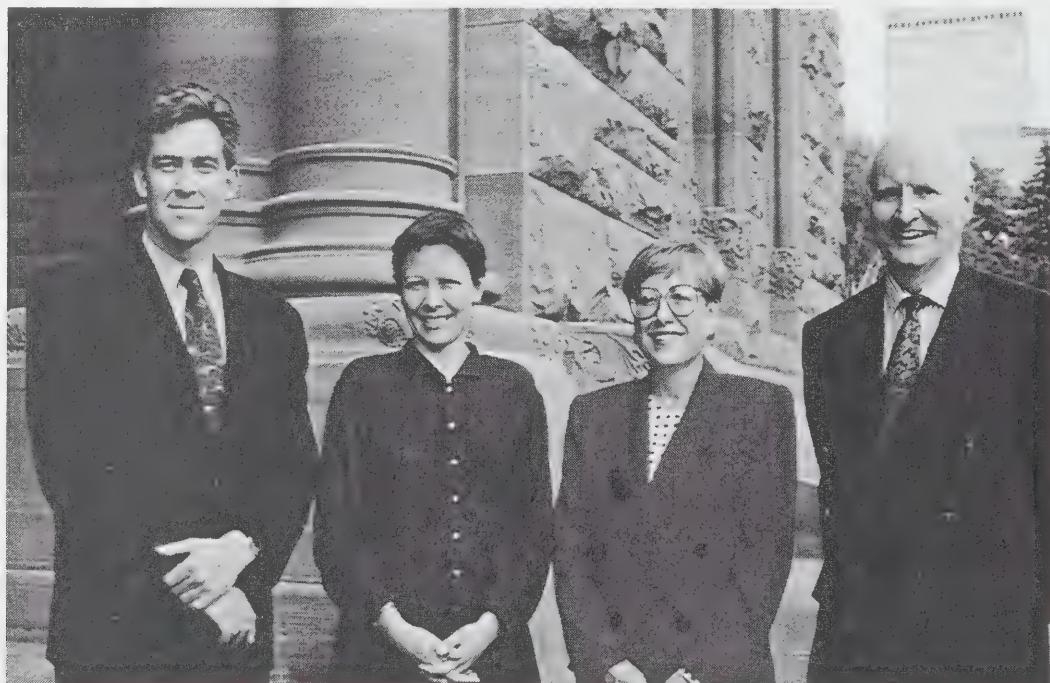


Several Legislative Library staff members wrote or edited books to commemorate the Bicentennial. Brian Tobin (left), author of the *Upper Canada Gazette and its Printers*; Fiona Watson, author of a history of the Library; and Rick Sage, co-editor of a checklist of reports of select committees from 1792 to 1992, are shown with Mary Dickerson, Deputy Executive Director, and Brian Land.



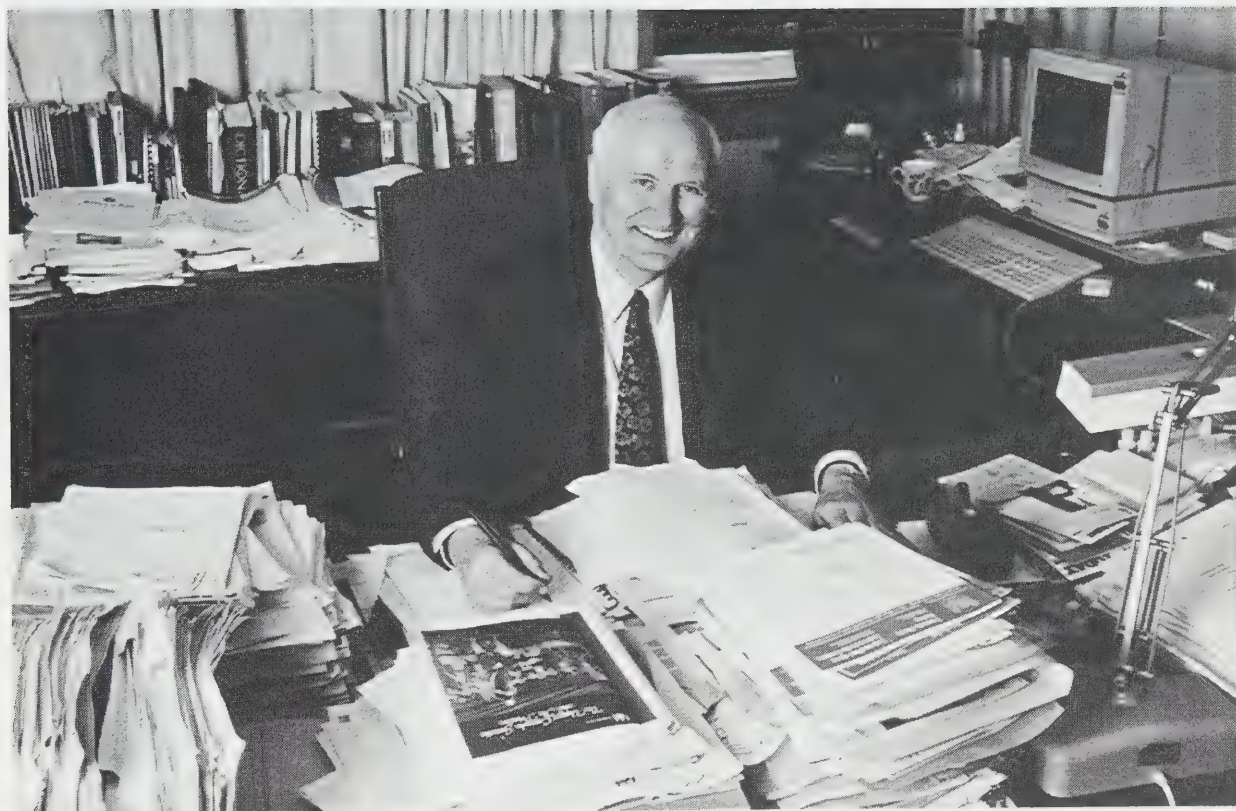


In recent years, the Legislative Library has had visits from a number of Australian Members, librarians and other parliamentary staff. In January 1993, Richard Baker, Deputy Parliamentary Librarian of New South Wales, Sydney, shown here with Brian Land, visited the Library to discuss issues relating to the provision of reference and research services to Members.

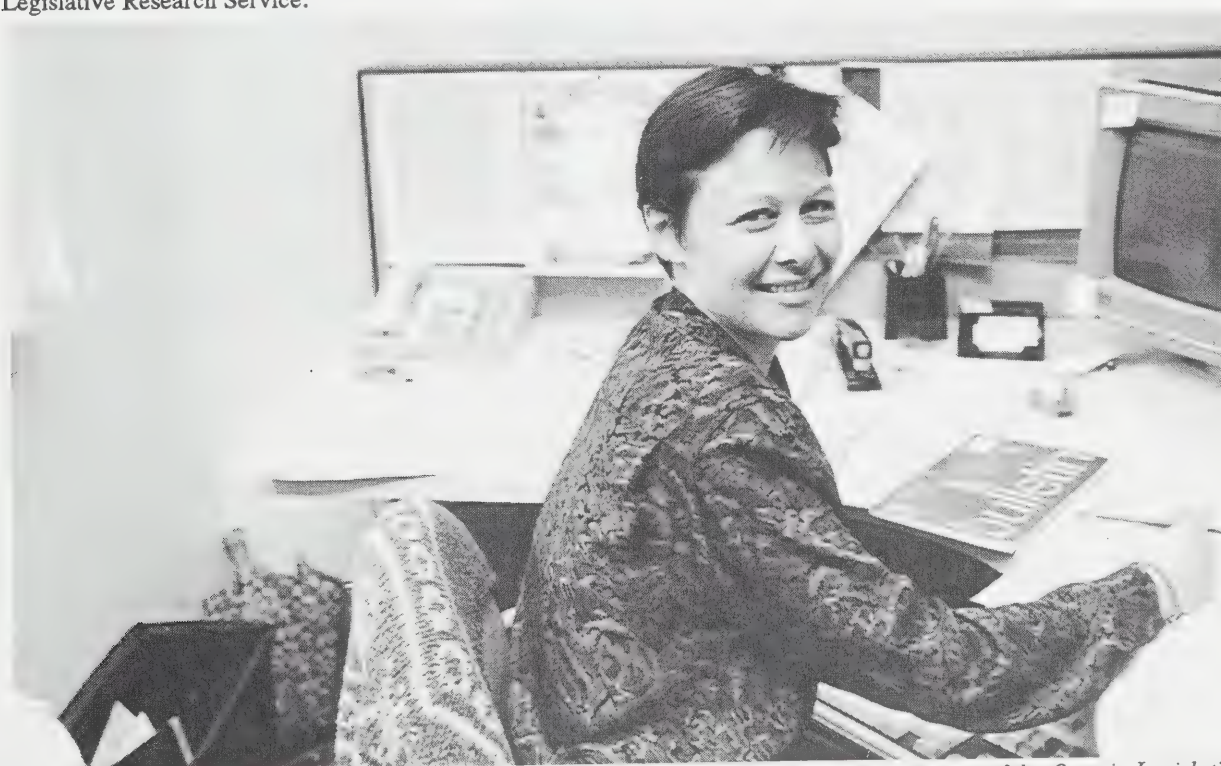


John Macdonald (left), library systems administrator, Parliamentary Library of Australia, Canberra, will complete a year's staff exchange in June 1993. In return, the Legislative Library sent two reference librarians to Canberra, one being Fiona Watson (second left), for six months each. Also shown are Mary Dickerson, Deputy Executive Director, and Brian Land.



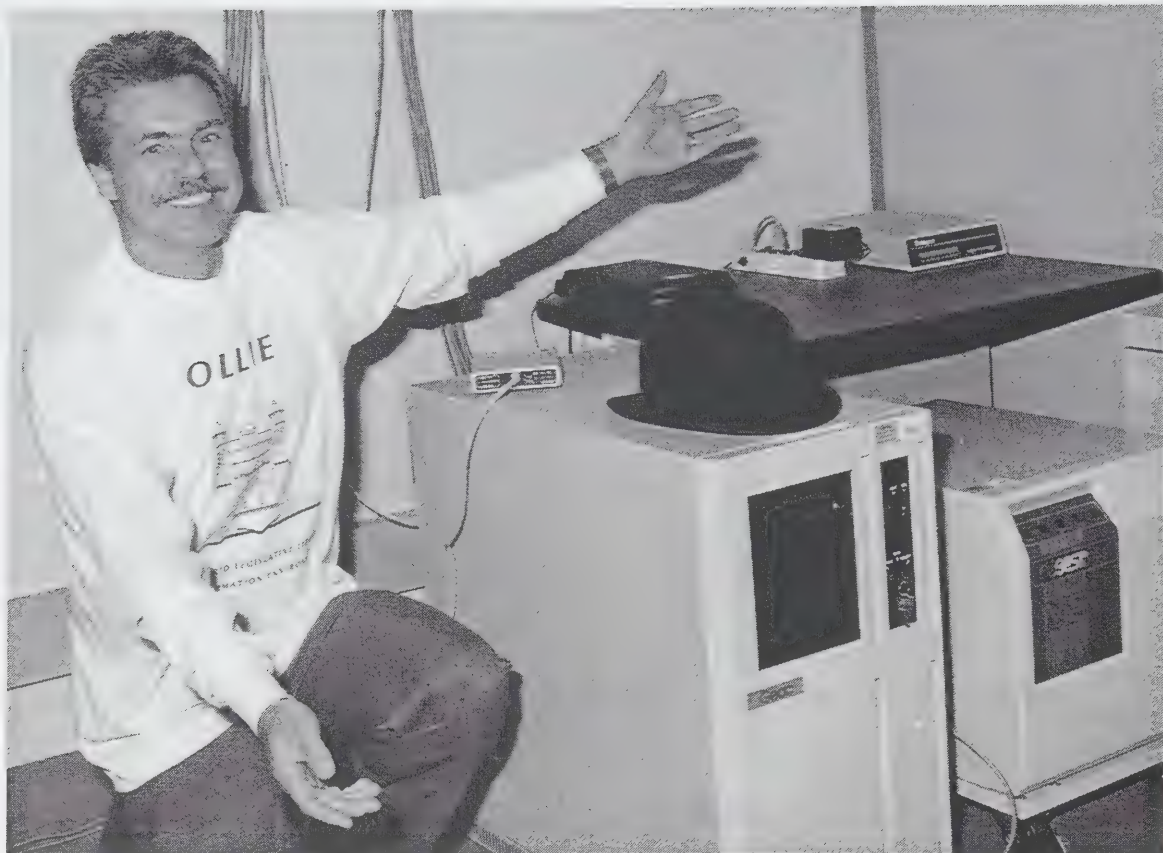


Brian Land, Executive Director, who was appointed 1 September 1978 and retires 31 July 1993, is the second longest-serving legislative librarian since Confederation. During his tenure, which spanned five Parliaments and four Speakers, there has been extensive reorganization of the Library and the introduction of new services for Members such as the Legislative Research Service.



Fiona Watson, reference librarian, researched and wrote *"A Credit to this Province": A History of the Ontario Legislative Library and its Predecessors, 1792-1992*. Her history, published by the Library in 1993, provides a documented account not only of the Library but also of selected activities of successive legislatures over the past 200 years.





A Library-wide contest was held to find a "user-friendly" name for the new Geac Advance, an integrated system which runs on a standard Unix platform and makes use of the Assembly's LAN for terminal access. Wayne Burton, Systems Assistant, submitted the winning entry, OLLIE, which stands for Ontario Legislative Library Information Environment.



Despite the introduction of information technology, libraries remain labour-intensive institutions. Fortunately, the Legislative Library has been able to recruit and retain a first-rate staff without whose efforts none of its services would function effectively. The present staff consists of 24 professional librarians, 16 research officers, 26 library technicians and 27 support staff.

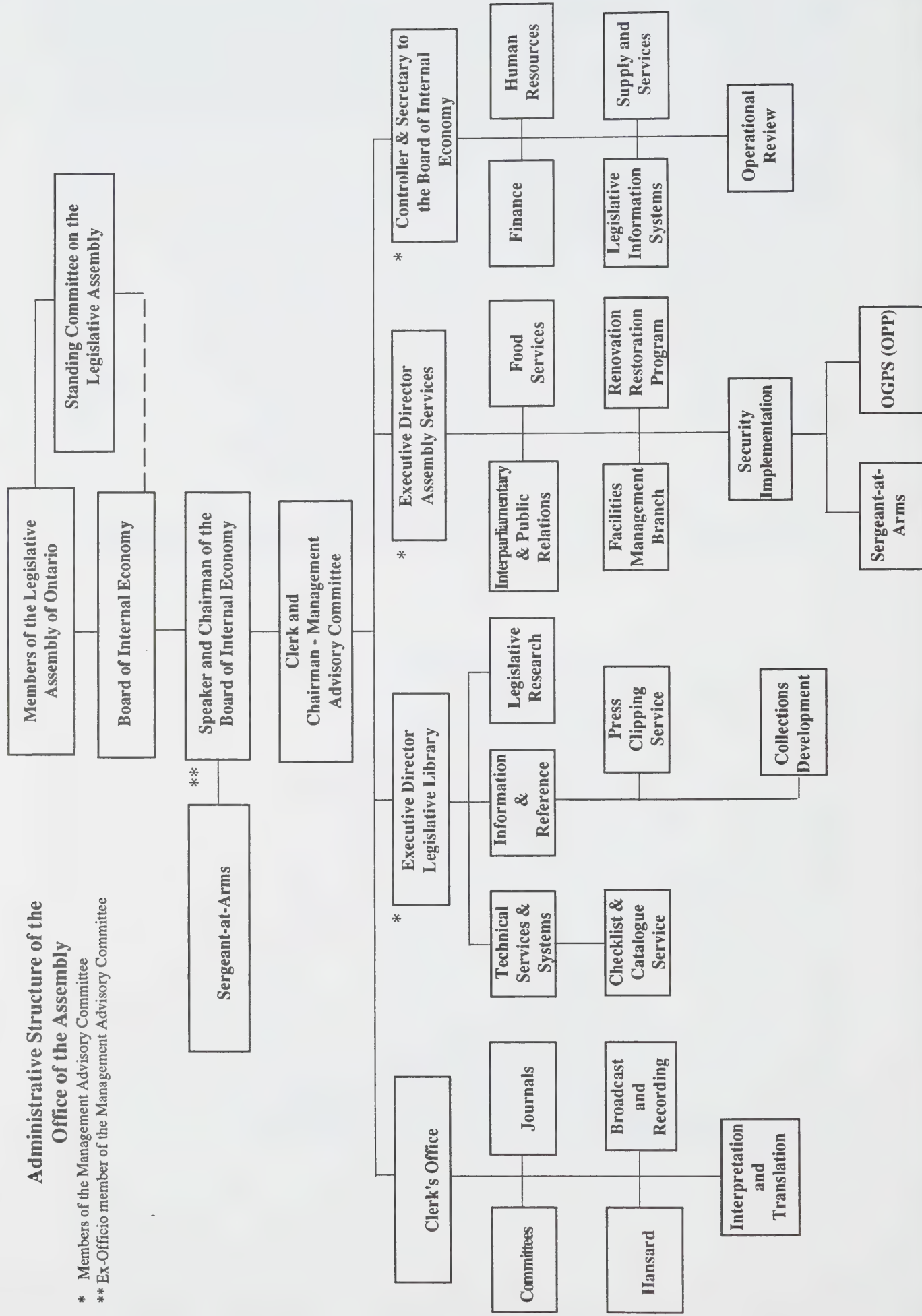
## APPENDICES



# Appendix 1

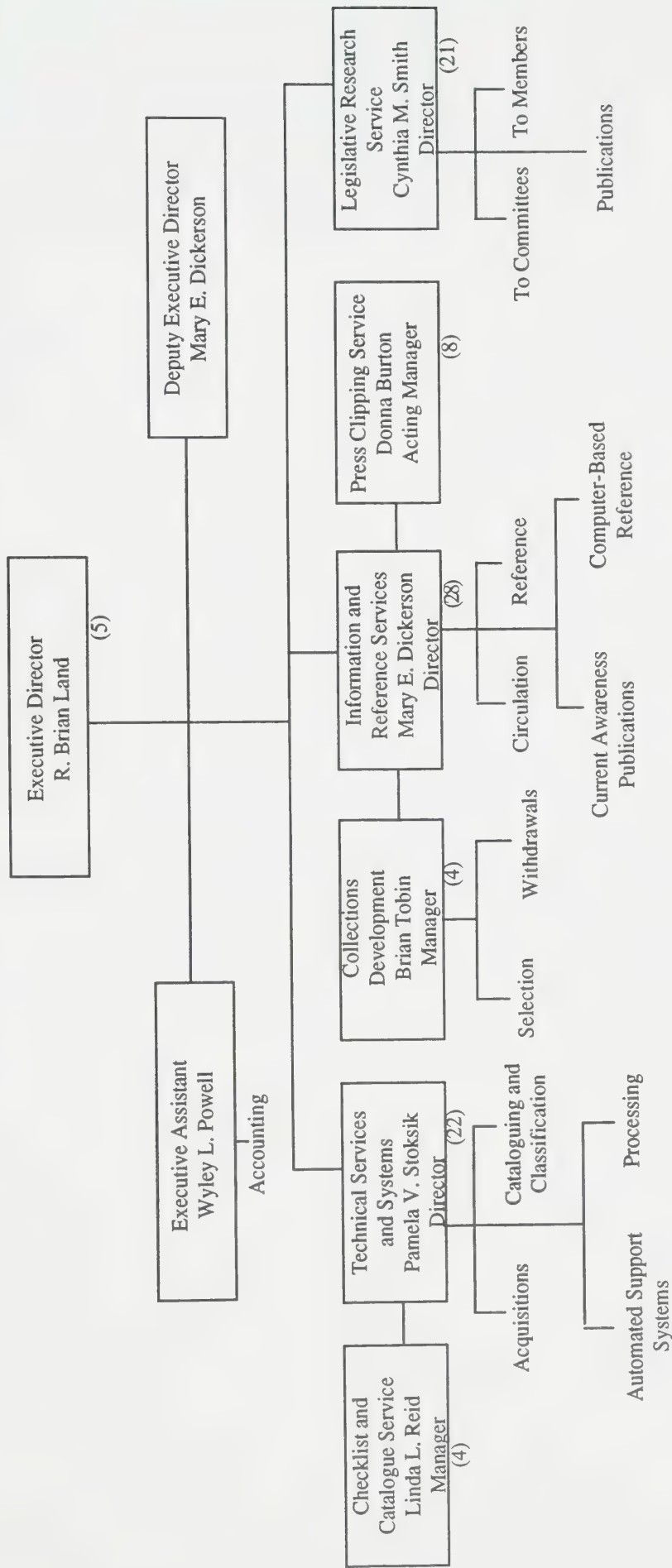
## Administrative Structure of the Office of the Assembly

- \* Members of the Management Advisory Committee
- \*\* Ex-Officio member of the Management Advisory Committee



## Appendix 2

### Administrative Structure Ontario Legislative Library



Total Full-Time Complement : 92



## Appendix 3

### Notable Acquisitions

#### Reference

- Agriculture, Trade and the GATT: A Glossary of Terms* / by Kathryn L. Lipton.  
Washington, DC: United States Dept. of Agriculture, Economic Research Service, 1991.
- The Bias-Free Word Finder: A Dictionary of Nondiscriminatory Language* / Rosalie Maggio. Boston: Beacon Press, 1992.
- Business Information: How to Find it, How to Use it* / Michael R. Lavin. 2nd ed.  
Phoenix, AZ: Oryx Press, 1992.
- The Cambridge Encyclopedia* / edited by David Crystal. New ed. Cambridge [UK]:  
Cambridge University Press, 1990 (1992 [printing]).
- The Cambridge Encyclopedia of Latin America and the Caribbean* / general editors, Simon Collier, Harold Blakemore, Thomas E. Skidmore. 2nd ed. Cambridge [UK], 1992.
- Dictionary of Ecology & Environment: English-French/French-English* / P.H. Collin and Martine Schuwer. Teddington [UK]: P. Collin Pub., 1992.
- A Dictionary of Environmental Quotations* / compiled by Barbara K. Rodes and Rice Odell.  
New York: Simon & Schuster, c1992.
- A Dictionary of Twentieth-Century World Biography* / consultant editor, Asa Briggs.  
Rev. ed. Oxford: Oxford University Press, 1992.
- The Economist Desk Companion: How to Measure, Convert, Calculate and Define Practically Anything*. London: Century Business, 1992.
- Le français, langue des affaires* / André Clas, Paul A. Horguelin; préface de Robert Dubuc; [illustrations, Marie-Pierre Simard] / 3<sup>e</sup> éd. Montréal : McGraw-Hill, 1991.
- The Government and Politics of the European Community* / Neill Nugent. 2nd ed.  
Durham, NC: Duke University Press, 1991.
- The Harper Collins Dictionary of American Government and Politics* / Jay M. Shafritz.  
1st ed. New York: HarperPerennial, c1992.

*The MIT Dictionary of Modern Economics* / edited by David W. Pearce. 4th ed. Cambridge, MA: MIT Press, 1992.

*Public Policy Analysis: An Introduction* / Leslie A. Pal. 2nd ed. Scarborough, ON: Nelson Canada, 1992.

*The Stoddart Colour Visual Dictionary: French-English* / Jean-Claude Corbeil, Ariane Archambault. Don Mills, ON: Stoddart, 1992.

*Who's Who in Africa: Leaders for the 1990s* / Alan Rake. Metuchen, NJ: Scarecrow Press, 1992-.

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*An Act to Implement the North American Free Trade Agreement = Loi de mise en oeuvre de l'Accord de libre-échange nord-américain* / [Government of Canada]. [Ottawa: Government of Canada, 1993].

*Adult Guardianship Law in Canada* / Robert M. Gordon, Simon N. Verdun-Jones. Scarborough, ON: Carswell, 1992-.

*The Annotated Canada Evidence Act 1992 and Related Statutes* / David E. Beach. Scarborough, ON: Thomson Professional Publishing Canada, c1991.

*Annotated Ontario Business Corporations Act* / Stephen N. Adams. Aurora, ON: Canada Law Book, 1990-.

*Canadian Pay Equity Compliance Guide*. Don Mills, ON: CCH Canadian, c1991-.

*Carswell's Practice Cases: Third Series*. [Scarborough, ON]: Thompson Professional Publishing Canada], 1992-.

*Charter Justice in Canadian Criminal Law* / Don Stuart. [Scarborough, ON]: Carswell, c1991.

*The Employer's Health and Safety Manual, Ontario* / Charles E. Humphrey, Cheryl A. Edwards. Don Mills, ON: R. de Boo, 1990-.

*GST Draft Legislation*. Don Mills, ON: CCH Canadian, 1992.

*Les infractions contre la personne et contre les biens* / Rachel Grondin. 3<sup>e</sup> éd. Montréal : Wilson & Lafleur, 1991.

*International Environmental Law: Primary Materials* / edited by Michael R. Molitor. Deventer; Boston: Kluwer Law and Taxation Publishers, c1991.

*Law and Practice Under the GATT and Other Trading Arrangements: North American Free Trade Agreements: Dispute Settlement.* New York: Oceana, 1992-.

*The Law of Limitations* / Graeme Mew. Toronto: Butterworths, c1991.

*Legal Services Subject to Social Service Tax.* Don Mills, ON: CCH Canadian, 1992.

*Lexique anglais-français de la common law : extrait du fichier terminologique du CTTJ: supplément.* Moncton, NB : Centre de traduction et de terminologie juridiques, Université de Moncton, 1992.

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*North American Free Trade Agreement: Official Summary.* [Don Mills, ON]: CCH Canadian, 1992.

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*Canadian Environmental Policy: Ecosystems, Politics, and Process.* Toronto: Oxford University Press, 1992.

*The Constitutional Division of Powers: An Economic Perspective* / Robin Boadway. Ottawa: Economic Council of Canada. 1992.



- Cost of Government and Expenditure Management Study: Review of Federal and Provincial Cost-Containment Initiatives.* Canada. Dept. of Finance. [Ottawa]: The Dept., 1992.
- Direct Democracy in Canada: The History and Future of Referendums* / J. Patrick Boyer. Toronto: Dundurn Press, 1992.
- Federal-Provincial Study on the Cost of Government and Expenditure Management.* Canada. Dept. of Finance. [Ottawa]: The Dept., 1992.
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- Interprovincial Trade Barriers and Canadian Competitiveness: Report on a Survey by the Canadian Chamber of Commerce* / Joseph R. D'Cruz. Ottawa: The Chamber, 1992.
- Implementing Employment Equity: A Canadian Experience* / Prem Benimadhu and Ruth Wright. Ottawa: Conference Board of Canada, 1992.
- Is a New Unionism Emerging?* / Mary Lou Coates. Kingston, ON: Industrial Relations Centre, Queen's University, 1992.
- Limits to Government: Controlling Deficits and Debt in Canada* / Herbert G. Grubel, Douglas D. Purvis, William M. Scarth. Toronto: C.D. Howe Institute, 1992.
- Nation to Nation: Aboriginal Sovereignty and the Future of Canada* / Diane Engelstad and John Bird, editors. Concord, ON: Anansi, 1992.
- North America Without Borders?: Integrating Canada, The United States and Mexico* / edited by Stephen J. Randall, with Herman Konrad and Sheldon Silverman. Calgary: University of Calgary Press, 1992.
- The North American Free Trade Agreement: An Economic Assessment From a Canadian Perspective.* Canada. Dept. of Finance. [Ottawa]: The Dept., 1992.
- Ontario Conservation Authorities: Myth and Reality* / Bruce Mitchell and Dan Shrubsole. Waterloo, ON: University of Waterloo, Dept. of Geography, 1992.
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- Setting Domestic Priorities: What Can Government do?* / Henry J. Aaron and Charles L. Schultze, editors. Washington, DC: The Brookings Institution, 1992.

*Tax Fairness: Myths and Reality* / Aldona Robbins and Gary Robbins. Dallas, TX: Center for Tax Policy Studies, National Center for Policy Analysis, 1991.

*Unsafe Work: The Right to Refuse in Ontario* / Kirsti Gronas. Kingston, ON: Industrial Relations Centre, Queen's University, 1992.

*Woman Battering: Policy Responses* / edited by Michael Steinman. Highland Heights, KY: Academy of Criminal Justice Sciences, Northern Kentucky University, 1991.

*The Wyatt Report: Summary: Ontario Auto Insurance*. [Toronto]: Insurance Bureau of Canada, 1993.

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*Administrative Law Review*. [Chicago]: Administrative Law Section, American Bar Association, 1960-. Library has v. 44, no. 2, Spring 1992-.

*Canada Watch*. Toronto: Emond Montgomery Publications, 1992-. Library has v. 1, no. 1, July-August 1992.

*Canadian Labour Law Journal*. Markham, ON: Butterworths, 1992-. Library has v. 1, no. 1, Spring-Summer 1992-.

*Canadian Perspectives*. Ottawa: The Council of Canadians 1992-. Library has Fall 1992-.

*Canadian Tax Highlights*. Toronto: Canadian Tax Foundation, 1993-. Library has v. 1, no. 4, April 1993-.

*Canadian Transit Fact Book = Livre de renseignements sur le transport en commun au Canada*. Toronto: Canadian Urban Transit Association = L'Association canadienne du transport urbain, 1992-. Library has October 1992-.

*Directory / Canadian Council of Public Accounts Committees / [Canada] : The Council*, [1988]-. Library has June 1992-.

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*The Guardian*. Lexington, KY: Published for the Council on Governmental Ethics Laws by the Council of State Governments, [1979-]. Library has v. 13, no. 4, August 1992-.

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*Inroads: a Journal of Opinion.* Ottawa: Inroads Inc., 1992-. Library has no. 2, Winter 1993-.

*Listen: Official Journal of the Canadian Hard of Hearing Association.* [Ottawa]: AMEC, 1991. Library has v. 2, no. 2, Fall 1992-.

*The Lobby Digest and Public Affairs Monthly.* Ottawa: ARC-Advocacy Research Centre, [198-]-. Library has no. 32, June 1992-.

*Nativebeat.* Forest, ON: Three Sisters Multi-Media. [1989?]-. Library has v. 2, no. 13, April 1993-.

*Policy Evaluation.* Urbana, IL: [Policy Evaluation Group, University of Illinois, Urbana], 1992. Library has v. 1, no. 1, Summer 1992-.

*Responding to HIV/AIDS in Canada /* McGill Centre for Medicine, Ethics and Law, AIDS Research Program: Julie Hamblin ... [et al.]. Toronto: Carswell, 1990-. Library has 1992-.

*State & Local Government Solid Waste Management /* James T. O'Reilly. Deerfield, IL: Clark Boardman Callaghan, c1991-. Library has 1992-.

*State Recycling Laws Update.* Riverdale, MD: Raymond Communications, 1992-. Library has v. 2, no. 1-.

## Newspapers

*Eye Weekly*



## Appendix 4

### Estimates and Expenditures (\$000s)

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	Fiscal Year <u>1991/92</u>	Fiscal Year <u>1992/93</u>
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#### Estimates

Salaries and Wages	\$4,524.6	\$4,590.4
Employee Benefits	665.5	676.0
Transportation and Communications	59.4	57.0
Services	546.8	563.6
Supplies and Equipment	847.9	793.3
Recoveries	<u>( 1.5)</u>	<u>(1.5)</u>
TOTAL	<u>\$6,642.7</u>	<u>\$6,578.8</u>

#### Expenditures

Salaries and Wages	\$4,258.0	4,288.4
Employee Benefits	667.0	629.4
Transportation and Communications	45.1	37.1
Services	535.0	378.1
Supplies and Equipment	1,082.2	1,144.4
Recoveries	<u>(2.4)</u>	<u>(3.2)</u>
TOTAL	<u>\$6,584.9</u>	<u>\$6,474.2</u>

# Appendix 5

## Statistical Summary: Information and Reference Services

	Fiscal Year <u>1991/92</u>	Fiscal Year <u>1992/93</u>	Percentage Change 1991/92 <u>1992/93</u>
<b>Circulation</b>			
Loans:			
Monographs	4,343	4,822	11.0
Government Publications	3,674	3,811	3.7
Newspapers	23	32	39.1
Periodicals (Restricted)	11	21	90.9
Videotapes	4	13	225.0
Audiocassettes	N/A	195 <sup>1</sup>	--
Other (Uncatalogued Items)	<u>98</u>	<u>85</u>	<u>(13.3)</u>
Total	8,153	8,979	10.1
Interlibrary loans			
Borrowed - Volumes	328	299	(8.8)
Borrowed - Photocopies (Items)	869	932	7.2
Borrowed - Fax	104	129	24.0
Loaned - Volumes	176	193	9.7
Loaned - Photocopies (Items)	234	266	13.7
Loaned - Fax	<u>130</u>	<u>151</u>	<u>16.2</u>
Total Items (excludes unfilled requests)	1,841	1,970	7.0
<b>In-Library Use</b>			
Monographs	43,189 <sup>2</sup>	35,225	(18.4)
Government Publications	74,396 <sup>2</sup>	60,327	(18.9)
Current Data Files Consulted	5,790 <sup>2</sup>	4,238	(26.8)
Microforms			
Microfiche (Sheets)	2,681 <sup>2</sup>	1,449	(46.0)
Microfilm (Reels)	1,680	1,256	(25.2)
Videotapes	27	34	25.9
Periodicals	14,200	14,312	0.8
Audiovisual Equipment	26	34	30.8
Audiocassettes	10	0	(100.0)
<b>Articles Supplied by Photocopy</b>			
<i>Periodical Contents</i>			
Articles Requested	9,718	9,882	1.7
Pages Photocopied	68,026	69,174	1.7
<i>Periodical Selections</i>			
Articles Requested	2,086	1,425	(31.7)
Pages Photocopied	18,765	12,825	(31.7)
<i>Automation Alert</i>			
Articles Requested	709	921	29.9
Pages Photocopied	6,381	8,289	29.9
<b>Reference</b>			
Inquiries	12,318 <sup>2</sup>	12,037	(2.3)
Computer Searches	1,670 <sup>2</sup>	1,374	(17.7)
CD-ROM Searches	1,447 <sup>2</sup>	1,959	35.4
Infoguides	1	9	800.0
Courier Service (Trips)	1,205	1,078	(10.5)
Library Tours (Groups)	60	56	(6.7)
<b>Current Awareness Services (Issues)</b>			
<i>Periodical Contents</i>	46	47	2.2
<i>Periodical Selections</i>	12	12	0
<i>Automation Alert</i>	22	24	9.1

1 Formerly included under "other."

2 Revised.

## Appendix 6

### Statistical Summary: Press Clipping Service

	Fiscal Year <u>1991/92</u>	Fiscal Year <u>1992/93</u>	Percentage Change 1991/92 <u>1992/93</u>
Number of Clippings Processed	85,198	80,567	(5.4)
Number of Copies of Clippings Produced	4,305,840	4,666,106	8.4

## Appendix 7

### Statistical Summary: Legislative Research Service

	Fiscal Year <u>1991/92</u>	Fiscal Year <u>1992/93</u>	Percentage Change 1991/92 <u>1992/93</u>
<b>Projects Completed by Source of Request</b>			
Individual Members	539	722	34.0
Committees	1,502	1,260 <sup>1</sup>	(16.1)
Senior Assembly Officials	110	97	(11.8)
Other	<u>14</u>	<u>29</u>	<u>107.1</u>
Total	2,165	2,108	(2.6)
Number of Committee Meetings Attended	708	440	(37.9)
Number of Titles of <i>Current Issue Papers</i> Published	11	14	27.3
Requests for <i>Current Issue Papers</i>	1,917	1,511	(21.2)

<sup>1</sup> Includes regulations.



## Appendix 8

### Statistical Summary: Collections Development

	31 March 1992	31 March 1993	Percentage Change 1991/92 1992/93
<b>Library Holdings</b>			
Volumes			
Monographs	91,117	92,840	1.9
Government Publications <sup>1</sup>	N/A	N/A	--
Periodicals (Bound)	7,929	8,683	9.5
Current Data File			
Files	2,987	2,908	(2.6)
Microforms			
Microfiche (Sheets)	1,028,600	1,080,690	5.1
Microfilm (Reels)	9,538	9,890	3.7
Audiovisual Materials			
Videotape Cassettes (Programs)	1,481	1,580	6.7
Electronic Hansard: House and Committee (Tapes)	3,752	4,372	16.5
Sound Cassettes (Programs)	203 <sup>2</sup>	234	15.3
Films	6	6	0
Maps	873	875	0.2
<b>Serials Currently Received<sup>3</sup></b>			
Periodicals	976	933	(4.4)
Newspapers	318	314	(1.3)
CD-ROM	12	13	8.3
Other Serials	1,869	1,953	4.5

	Fiscal Year 1991/92	Fiscal Year 1992/93	Percentage Change 1991/92 1992/93
Bibliographic Searches (Titles)	10,757	9,773	(9.1)
Gifts Processed (Volumes)	10,204	7,736	(24.2)
Withdrawals			
Monographs (Volumes)	73	205	180.8
Serials (Volumes)	793	3,145	296.6
Maps	0	0	--
Government Publications (Volumes)	3	14	366.7
Microforms	31	19	(38.7)
Items rebound	520	823	58.3
Selected New Titles (Issues)	11	11	0

1 The Legislative Library has tens of thousands of government publications but has not done a volume count in recent years. Approximately 56,324 government publications were added to the collection during 1992/93.

2 Revised.

3 Titles, including microforms.

## Appendix 9

### Statistical Summary: Technical Services and Systems

	Fiscal Year <u>1991/92</u>	Fiscal Year <u>1992/93</u>	Percentage Change <u>1991/92</u> <u>1992/93</u>
<b>Acquisitions</b>			
Orders Placed	2,968	2,432	(18.1)
Items Received			
Books (Volumes)	2,289	1,928	(15.8)
Serials (Titles)	197	181	(8.1)
Newspapers (Titles)	2	1	(50.0)
Government Publications (Items; excluding microforms)	61,348	56,324	(8.2)
Microfiche (Sheets)	62,014	52,090	(16.0)
Microfilm (Reels)	411	352	(14.4)
Audiocassettes	111	52	(53.2)
Maps	0	2	100.0
Videocassettes	11	4	(63.6)
CD-ROM	11	3	(72.7)
Braille	0	2	100.0
<b>Cataloguing</b>			
Items Catalogued			
Books (Titles)	2,610	2,317	(11.2)
Books (Volumes)	2,701	2,403	(11.0)
Government Publications (Titles)	10,916	9,639	(11.7)
Government Publications (Volumes)	18,384	16,575	(9.8)
Maps	15	3	(80.0)
Microfiche (Titles)	74	66	(10.8)
Microfilm (Titles)	0	0	0
Periodicals (Titles)	110	63	(42.7)
Serials (Titles)	215	196	(8.8)
Other: Audiocassettes	55	22	(60.0)
Videocassettes	11	8	(27.2)
16mm Film	4	0	(100.0)
CD-ROM	4	4	0
<b>Processing and Binding</b>			
Items Bound (Volumes)	1,365	1,574	15.3
In-Library Processing (Volumes)	2,021	1,446	(28.5)
<b>Databases (31 March)</b>			
Total Records in Master Database	169,975	196,205	15.4
Total Records in Authorities Database	77,004	82,431	7.0

## Appendix 10

### Statistical Summary: Checklist and Catalogue Service

	Fiscal Year <u>1991/92</u>	Fiscal Year <u>1992/93</u>	Percentage Change <u>1991/92</u> <u>1992/93</u>
Items Catalogued	6,093	6,146	0.9
Items Listed in <i>Monthly Checklist</i>	3,323	3,799	14.3
Depository Items	663	736	11.0
Items Received from Publications Warehouse	1,571	1,857	18.2
Items Received from Other Sources	1,752	1,942	10.8
Items Microfiched	137	138	0.7
Cataloguing in Publication (CIP)	85	123	44.7
ISBNs Assigned	1,288	1,508	17.1



## Appendix 11

### Publications

#### *Current Issue Papers*

- Campbell, Elaine. *Female Representation in the Senate, House of Commons, and Provincial and Territorial Legislative Assemblies*. Update of C-56, March 1992.
- Drummond, Alison. *Constitutional Positions of National Aboriginal Groups and the Consensus Report on the Constitution*. Update of C-126, October 1992. 21 pages.
- \_\_\_\_\_. *Health Reforms in Oregon: Ideas for Cost Control in Canada?* October 1992. Update of C-132, March 1993. 33 pages.
- \_\_\_\_\_. *The Social Charter: Evolution of the Concept in Recent Constitutional Negotiations*. C-129. October 1992. 11 pages.
- Kaye, Philip. *The Notwithstanding Clause*. Update of C-72, September 1992. 31 pages.
- \_\_\_\_\_. *An Overview of the Senate: Its Purposes, Structure, and Operation*. Update of C-112, October 1992. 25 pages.
- \_\_\_\_\_. *Senate Reform*. Update of C-113, October 1992. 28 pages.
- Nishman, Rob. *Banking on the Future: The German Bundesbank as an Agent of Economic Development*. C-131, October 1992. 32 pages.
- \_\_\_\_\_. *Forecasts for the Ontario and Canadian Economies*. C-134. March 1993. 8 pages.
- \_\_\_\_\_. *Interprovincial Trade Barriers and Constitutional Reform*. C-130. October 1992. 21 pages.
- \_\_\_\_\_. *Tourism in Canada*. C-136. March 1993. 13 pages.
- McNaught, Andrew. *Automobile Insurance in Ontario and Bill 164*. C-135. March 1993. 56 pages.
- \_\_\_\_\_. *Regulating the Use of Force by Ontario Police Officers*. C-133. October 1992. 26 pages.

Pond. David. *The Draft Report of the Sewell Commission*. C-137. March 1993. 18 pages.

## Serials

*Advancing*, v. 1, no. 1, 9 February 1993 - v. 1, no. 4, 31 March 1993.

*Annual Report of the Executive Director, Ontario Legislative Library, 1991/92 = Rapport annuel du directeur général, bibliothèque de l'Assemblée législative de l'Ontario, 1991-1992*. Toronto 1992.

*Automation Alert = Actualité informatique*, no. 149, 3 April 1992 - no. 172, 26 March 1993.

*Memo to Members = Le Bloc-notes du député*, no. 39, May 1992 - no. 43, February 1993.

*Ontario Government Publications Annual Catalogue 1991 = Publications du gouvernement de l'Ontario, catalogue annuel 1991*. Toronto: Ontario Ministry of Government Services, 1992. xxv, 613 p. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

*Ontario Government Publications Monthly Checklist = Publications du gouvernement de l'Ontario, liste mensuelle*. v. 22, no. 1 (January 1992) - v. 22, no. 12 (December 1992). Toronto: Ontario Ministry of Government Services. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

*Periodical Contents = Sommaires de périodiques*, no. 571, 3 April 1992 - no. 620, 26 March 1993.

*Periodical Selections = Sélection d'articles de périodiques*, v. 14, no. 1, April 1992 - v. 14, no. 11, March 1993.

*Press Highlights = Paru dans la presse*. Ten issues: 16 April 1992; 6 May 1992; 9, 17 September 1992; 2, 9, 16, 23, 30 October 1992; 6 November 1992.

*Provincial Press = Dans la presse provinciale*. 459 separate sections.

*Regional Roundup*. 18 issues (trial, 17 November 1992 - 10 December 1992).

*Selected New Titles = Sélection de nouveautés*, v. 14, no. 1, April 1992 - v. 14, no. 11, March 1993.

*Status of Bills Report* = *État des projets de loi*. Published weekly when the House is in session.

*Toronto Press Today* = *Aujourd'hui dans la presse de Toronto*. 298 issues.

## Other Publications

Adams, Christine. *Periodicals Indexes in the Legislative Library*. March 1993.

Barnes, Carolyn. *CCH (Commerce Clearing House)*. Dossiers juridiques sur feuilles mobiles, n° 2. Décembre 1992.

\_\_\_\_\_. *CCH (Commerce Clearing House) Loose-leafs*. Legal Loose-Leafs, no. 2. December 1992.

\_\_\_\_\_. *CED (Canadian Encyclopedia Digest)*. Dossiers juridiques sur feuilles mobiles, n° 3. Décembre 1992.

\_\_\_\_\_. *CED (Canadian Encyclopedia Digest)*. Legal Loose-Leafs, no. 3. December 1992.

\_\_\_\_\_. *Comment trouver les lois en vigueur dans les divers états des États-Unis*. La voix de votre bibliothèque, n° 14. Juin 1992.

\_\_\_\_\_. *Finding Current U.S. State Laws*. From Your Library, no. 14. June 1992.

\_\_\_\_\_. *Legal Loose-Leafs: A Basic Guide* = *Guide de consultation des dossiers juridiques sur feuilles mobiles*. Legal Loose-Leafs = Dossiers juridiques sur feuilles mobiles, no. 1. December 1992.

Dale, Clare A. *"The Palaces of Government": A history of the Legislative Buildings of the Provinces of Upper Canada, Canada and Ontario, 1792-1992*. Toronto: Ontario Legislative Library, 1992. 114 p.

Land, Brian. "Access to Government Information: A Canadian Perspective." In *Proceedings of the Seventh Annual FLICC Forum on Federal Information Policies, Washington, D.C., March 20, 1990*, Washington, DC: Federal Library and Information Center Committee, Library of Congress, 1992, pp. 39-42.

\_\_\_\_\_. *Directory of Associations in Canada* = *Répertoire des associations du Canada*. 13th ed. Toronto: Micromedia Limited, 1992. 1,176 p.



Petsche-Wark, Dawna. *Labour Issues, Ontario, Canada*. From Your Library, no. 15. August 1992.

\_\_\_\_\_. *Le monde du travail, Ontario, Canada*. La voix de votre bibliothèque, n° 15. Août 1992.

Powell, Wyley L. Review of *Évolution de la Bibliothèque de l'Assemblée législative du Nouveau-Brunswick, 1841-1991*. In *Épilogue = Epilogue* 13/14 (1992): 56-57.

Sage, Richard. *The First Parliament of Upper Canada*. From Your Library. Bicentennial Information. September 1992.

\_\_\_\_\_. *Le premier parlement du Haut-Canada*. La voix de votre bibliothèque. Renseignements sur le bicentenaire. Septembre 1992.

Watson, Fiona M. *"A Credit to This Province": A History of the Ontario Legislative Library and its Predecessors, 1792-1992*. Toronto: Ontario Legislative Library, 1993. 217 p.

## Appendix 12

### Serials Published by the Legislative Library

*Advancing*, an internal newsletter published by the Technical Services and Systems Branch to keep staff informed of developments in the implementation of the Geac Advance system.

*Automation Alert* = *Actualité informatique*, published bi-weekly, provides photocopies of the current tables of contents of 15 periodicals dealing with data processing, computers and office automation.

*Periodical Contents* = *Sommaires de périodiques*, which photocopies the current tables of contents of 51 key journals, is published weekly.

*Periodical Selections* = *Sélection d'articles de périodiques*, published monthly, features a selection of recent articles in magazines and journals arranged by subject.

*Status of Bills Report* = *État des projets de loi*, published weekly when the House is sitting, records the progress of Bills through three readings, committee stage, royal assent and proclamation and provides an index to Bills by subject.

*Selected New Titles* = *Sélection de nouveautés*, which lists new books and reports added to the Library by subject, is published 11 times a year. (ISSN 0709-275X)

*Press Highlights* = *Paru dans la presse*, which selects news stories from Ontario newspapers on significant events and issues, is published as required.

*Provincial Press* = *Dans la presse provinciale*, issued weekly in eight sections (including one French language section), provides clippings from 15 Ontario daily and 2 Ontario weekly newspapers, selected to provide regional coverage from across the province.

*Toronto Press Today* = *Aujourd'hui dans la presse de Toronto*, issued six times a week, provides a selection of news and feature articles appearing in the four Toronto daily newspapers of interest to MPPs.

*Current Issue Papers* are analytical reports on topics of special interest prepared by the Legislative Research Service for distribution to Members. (ISSN 0835-0299) Some titles available in French as *Documents d'actualité*.

*Info Kits*, published from time to time, provide in-depth treatment of topics of special interest to legislators.

*Annual Report of the Executive Director of the Legislative Library*, tabled in the House each year, reviews major Library developments and services in detail. (ISSN 0832-8005) Beginning 1992/93, also published separately in French under the title: *Rapport annuel du directeur général de la bibliothèque de l'Assemblée législative*. (ISSN 1195-1907)

*Memo to Members* = *Le Bloc-notes du député*, an update of Library developments and services, is published three or four times a year. (ISSN 0704-4712)

*Ontario Government Publications Monthly Checklist* = *Publications du gouvernement de l'Ontario, liste mensuelle*, compiled and edited by the Checklist and Catalogue Service of the Legislative Library and published by the Ministry of Government Services, identifies new publications and indicates whether they are priced or free. (ISSN 0316-1617) It is cumulated into the *Ontario Government Publications Annual Catalogue* = *Publications du gouvernement de l'Ontario, catalogue annuel*, also published by the Ministry of Government Services. (ISSN 0227-2628)

## Appendix 13

### Newspapers Monitored by the Press Clipping Service

- Brantford Expositor*
- L'Express de Toronto*
- \* *The Financial Post*
- The Financial Times of Canada*
- \* *Hamilton Spectator*
- Kingston Whig-Standard*
- Kitchener-Waterloo Record*
- \* *London Free Press*
- North Bay Nugget*
- Now*
- Oshawa Times*
- \* *Ottawa Citizen*
- \* *Ottawa Le Droit*
- Peterborough Examiner*
- Sault Ste. Marie Star*
- St. Catharines Standard*
- \* *Sudbury Star*
- Thunder Bay Chronicle-Journal*
- \* *Toronto Globe and Mail*
- \* *Toronto Star*
- \* *Toronto Sun*
- \* *Windsor Star*

All major articles from these newspapers are clipped and retained in the Current Data File in the Legislative Library.

- \* These newspapers are retained permanently on microfilm in the Legislative Library.



## Appendix 14

### Committee Participation of Members of the Legislative Research Service

#### Standing Committees:

##### *Administration of Justice*

Susan Swift\*  
Elaine Campbell  
Rob Nishman

##### *Finance & Economic Affairs*

Elaine Campbell\*  
Andrew McNaught  
Rob Nishman  
Jerry Richmond

##### *Government Agencies*

David Pond\*  
Andrew McNaught  
Rob Nishman

##### *Ombudsman*

Paul Murray\*  
Andrew McNaught

##### *Resources Development*

Anne Anderson\*  
Avrum Fenson

##### *Regulations & Private Bills*

Avrum Fenson\*  
Jacinth Herbert\*\*  
Philip Kaye  
Andrew McNaught

##### *Social Development*

Alison Drummond\*  
Avrum Fenson  
Bob Gardner  
Jerry Richmond

##### *Estimates*

Rob Nishman\*

##### *General Government*

Lorraine Luski\*  
Andrew McNaught  
Bob Gardner  
Susan Swift

##### *Legislative Assembly*

Lewis Yeager\*  
Andrew McNaught

##### *Public Accounts*

Ray McLellan\*  
Cynthia Smith

\* Designates principal or co-principal research officer

\*\* Designates contract staff

## **Appendix 15**

### **Staff Roster\***

**1 April 1992 - 31 March 1993**

#### **Executive Director's Office**

Executive Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Assistant:	Wyley L. Powell, B.A., M.A., M.Phil., M.L.S., Dipl. Translation
Administrative Assistant:	Monique D. Moore
Senior Accounts Clerk:	Margaret Chomik (resigned 31 October 1992)  Maria Rosa Cicero (seconded from Finance Branch, 17 November 1992 - 31 March 1993)
Accounts Clerk:	Sumi Johnson

#### **Information and Reference Services**

Director:	Mary E. Dickerson, B.A., B.L.S., M.L.S. and Deputy Executive Director
Assistant Director:	Donna Burton, B.A., M.L.S.
Librarians:	Carolyn Barnes, B.A., M.L.S., Dipl. Translation  Mary Fisher, B.A., M.L.S. (permanent part-time)  Robert Gardner, B.A., M.L.S.  Mary Hanson, B.A. Library Science (B.L.S. equivalent), University of Auckland, New Zealand  Maria Martin, B.A., M.L.S. (part-time contract 1 April 1992 - 2 July 1992)

\*Excludes G.O. Temorary Staff

## Information and Reference (continued)

June Pae, B.A., M.L.S. (contract 5 July 1992 - 31 March 1993)

Dawna Petsche-Wark, B.Sc., M.L.I.S. (maternity leave 11 January 1993 - 31 March 1993)

Richard Sage, B.A., LL.B., M.L.S.

Fiona Watson, B.A., B.Ed., M.L.S.

Aileen Weir, B.A., M.L.S.

Karen Wierucki, B.A., M.L.S.

## Technicians and Other Support Staff:

Christine Adams, Information and Reference Technician (contract 6 April 1992 - 3 January 1993; appointed 4 January 1993)

Antoinette Ariganello, Senior Circulation Technician

Rosamond Austin, B.A., Reference Assistant

Erica Bene, B.A., Current Data File Technician

Wallace Corbett, Information and Reference Clerk

Margherita DiConza, General Clerk/Cleaner

Peter Ellinger, B.A., Senior Serials Technician

Effie Kastris, Clerical Assistant

Linda Kolody, B.A., Circulation Technician

Beverly Li, Office Coordinator

Natalie Litwin, B.A., Reference Assistant

Gary Mathers, Driver/Messenger

Ivan Menezes, Current Data File Clerk



## Information and Reference (continued)

Maureen Perryman, B.Sc., Information and Reference Clerk Assistant

Rosie Salvo, Senior Current Data File Technician

Mauricio Sarmiento, B.A., Information and Reference Clerk

Yvonne Shayne, Circulation Technician

Vincent Sri Skandharajah, B.Sc(Eng), M.Sc(Eng), A.M.I.C.E. (Eng), AMBIM (Eng), Ph.D.(Eng), Current Data File Technician

Andrea Yates, Information and Reference Clerk (resigned 28 December 1992)

### Student Assistants:

Tammy Akum (contract 1 April 1992 - 30 April 1992; 14 September 1992 - 31 March 1993)

Laurence Colm (contract 11 May 1992 - 28 August 1992)

Matthew Culhane (contract 1 February 1993 - 31 March 1993)

Merav Gottlieb (contract 11 May 1992 - 28 August 1992)

Ursula Holland (contract 19 May 1992 - 28 August 1992)

Amber Lloydlangston (contract 14 September 1992 - 31 March 1993)

Yael Padawer (contract 14 September 1992 - 31 March 1993)

Sanja Petrovic (contract 7 December 1992 - 31 March 1993)

Trina Richard (contract 21 September 1992 - 31 March 1993)

Sheilagh Turkington (contract 14 September 1992 - 31 March 1993)

## **Information and Reference (continued)**

Nicholas Watt (contract 14 September 1992 - 31 March 1993)

### **Press Clipping Service**

Acting Manager: Donna Burton, B.A., M.L.S.  
and Assistant Director,  
Information and Reference Services

Assistant Manager: Margaret Heslin

Readers: George Britton

Winnifred Cook

Nancy Cummings

Mark Feldbauer (contract 13 April 1992 - 23 December 1992)

Rhonda Patterson (maternity leave 12 May 1992 -  
4 December 1992)

Photocopy Operator: Roberta Blacqui re

### **Legislative Research Service**

Director: Cynthia M. Smith, B.A., M.A., B.L.S., M.L.S.

Assistant Director: Robert Gardner, B.A., M.A., Ph.D.

Research Officers: Anne Anderson, B.A., M.B.A.

Elaine Campbell, B.A., M.P.A.

Alison Drummond, B.A., M.A.

Avrum Fenson, B.A., B.Phil., LL.B.

Jacinth Herbert, B.A., LL.B. (contract 15 October 1992 -  
30 March 1993 replacing research officer on parental leave)

## Legislative Research Service (continued)

Philip Kaye, B.A., LL.B.

Lorraine Luski, B.A., M.A.

Ray McLellan, B.A., M.P.A., M.E.S.

Andrew McNaught, B.A., LL.B.

Paul Murray, B.A., LL.B., LL.M.

Robert Nishman, B.A.H., M.P.A., M.A., B.Ed. (contract 1 April 1992 - 31 March 1993, replacing Research Officer on secondment)

David Pond, B.A., M.A., Ph.D.

Jerry Richmond, B.A., M.A. (York), M.A. (U.B.C.)

Susan Swift, B.A., LL.B.

Jennifer Wilson, B.A., LL.B. (on secondment to Ministry of Health since August 1990)

Lewis Yeager, B.A., M.Sc.

### Research Assistants:

Clare Dale, B.A., M.A. (contract 1 April 1992 - 3 February 1993)

Edward Israel, B.J., M.A.

Isolde Prince, B.A., M.A. (contract 1 March 1993 - 31 March 1993)

### Administrative Assistant:

Merike Kalm

### Word Processor Operators:

Christina Greenough

Anna Tsaparis

Sarah King, B.A., M.A. (part-time contract 1 April 1992 - 31 March 1993)



## **Legislative Research Service (continued)**

Amy Nyland (contract 1 April 1992 - 4 September 1992)

Student Assistants: David Augustyn (contract 4 January 1993 - 31 March 1993)

Ellie Choi (contract 4 May 1992 - 28 August 1992)

Robin Gendron (contract 31 August 1992 - 18 December 1992; 1 January 1993 - 31 March 1993)

Lucy Lorefice (contract 1 June 1992 - 28 August 1992)

## **Collections Development**

Manager: Brian Tobin, B.A., D.P.A., M.L.S.

Librarian: Gillian Amara, B.A., M.L.I.S.

Technicians: Assunta Calcagno

Deborah Salisbury, B.A.

Peggy Salter, B.A. (part-time contract 1 April 1992 - 31 March 1993)

Student Assistant: Deborah Wylie, B.A.A. (contract 21 September 1992 - 31 March 1993)

## **Technical Services and Systems**

Director: Pamela Stoksik, B.A., B.L.S.

Assistant Director: Deirdre Grimes, B.A., M.L.S.

Librarians: Steven Andreacola, B.A., B. Ed., M.L.S.

Sandra Craig, B.A., M.L.S. (maternity leave 19 October 1992 - 31 March 1993)

Janice Cole Mabee, B.A., M.L.S.

Vinh-The Lam, B.A., M.L.S. (contract 26 October 1992 - 31 March 1993)

## Technical Services and Systems (continued)

### Technicians and Other Support Staff:

Philip Oxley, A.B., M.A., M.L.S., Ph.D.

Annemarie Toth-Waddell, B.A., M.L.S.

Waltraud Al-Zain, B.A., Cataloguing Assistant

Wayne Burton, Systems Assistant

Dawn Campbell, Cataloguing Assistant

Linda Campbell, Cataloguing Assistant  
(appointed 11 May 1992)

Fatima Desousa, Acquisitions Clerk  
(maternity leave 13 May 1992 - 15 February 1993)

Lynda Evans, Branch Secretary

Marie Flannigan, Senior Acquisitions Technician

Audrey Harrison, Data Entry Clerk (began long-term  
disability leave 4 September 1992)

Julia Jhaveri, B.A., Cataloguing Assistant

Loren Kolar, Government Serials Technician

Margaret Leung, Data Entry Clerk (appointed  
14 December 1992)

Sherifa Ma, Data Entry Clerk

Andrea McGowan, Government Serials Technician

Cathy Misener, Monograph Technician

Joanne Robertson, Acquisitions Technician

Diana Southgate, Commercial Serials Technician

Joan Wallace, Data Entry Technician  
(contract 5 October 1992 - 5 January 1993)

## **Technical Services and Systems (continued)**

Angela Wilke, Systems Assistant

### **Student Assistants:**

Judy Donaldson (part-time contract 9 September 1992 - 31 March 1993)

Joanne Pavlov (contract 27 May 1992 - 4 September 1992; part-time contract 21 September 1992 - 31 March 1993)

Gizelle Singh (part-time contract 14 September 1992 - 31 March 1993)

Brenda Yi (contract 27 May 1992 - 4 September 1992)

## **Checklist and Catalogue Service**

### **Manager:**

Linda L. Reid, B.A., B.L.S., M.L.S.

### **Librarian:**

Mark Musielak, B.A., M.L.S.

### **Administrative Clerk:**

Pulver Zajfman

### **Library Technician:**

Karen Van Der Zon, B.A.







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